



County of Los Angeles Public Library ■ www.colapublib.org  
7400 East Imperial Hwy., Downey, CA 90242 ■ (562) 940-8400



Margaret Donnellan Todd  
County Librarian  
February 12, 2013

**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

18 February 12, 2013

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Dear Supervisors:

**AWARD A LANDSCAPE AND GROUNDS MAINTENANCE SERVICES CONTRACT  
FOR THE COUNTY OF LOS ANGELES PUBLIC LIBRARY  
LANDSCAPE AND GROUNDS MAINTENANCE SERVICES AREAS 3, 4 AND 5  
(SUPERVISORIAL DISTRICTS 1, 2, AND 4) (3 VOTES)**

**SUBJECT**

The Public Library is recommending that the Board of Supervisors (Board) approve the proposed contract with Sepco Earthscape, Inc., (Contractor) to provide landscape and grounds maintenance services at 29 library facilities as well as 1 facility for the Department of Community and Senior Services (the Los Nietos Community and Senior Center), located in the Public Library's Landscape and Grounds Maintenance Services Areas 3, 4 and 5 as a result of a Request for Proposal (RFP) released on March 19, 2012.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that landscape and grounds maintenance services for the Public Library's Landscape and Grounds Maintenance Services Areas 3, 4 and 5 can be performed more economically by an independent contractor than by County employees.
2. Approve and instruct the Chairman to sign the proposed contract with Sepco Earthscape, Inc., to provide landscape and grounds maintenance services at 29 library facilities and the Los Nietos Community and Senior Center located in the Public Library's Landscape and Grounds Maintenance Services Areas 3, 4 and 5 for a period of four years, with one one-year renewal option, and month-to-month extensions not to exceed a total of six months, at an annual contract sum not to exceed \$189,597.00. The contract sum is composed of the Public Library's Contractor's annual fee of \$155,340.00 and an annual estimate for unanticipated work of \$31,068.00, as well as a Contractor's annual fee of \$3,171.00 for the Los Nietos Community and Senior Center. The contract will become

effective upon your Board's approval or March 1, 2013, whichever is later.

3. Approve and delegate authority to the County Librarian, or designee, to approve unanticipated work within the scope of the contract.
4. Approve and delegate authority to the County Librarian, or designee, to execute amendments to increase or decrease the number or size of facilities or the days of service covered by the contract over the contract term, and to adjust the Contractor's annual fee included in the annual contract sum due to such increases or decreases, not to exceed ten percent (10%) of the annual contract sum originally approved by the Board.
5. Approve and delegate authority to the County Librarian, or designee, to execute amendments to modify the annual estimate for unanticipated work included in the annual contract sum, not to exceed twenty percent (20%) of the Contractor's annual fee, based on future approved changes to the Contractor's annual fee.
6. Approve and delegate authority to the County Librarian, or designee, to execute amendments to exercise the renewal one-year option and month-to-month extensions not to exceed six months under the terms of the contract.
7. Approve and delegate authority to the County Librarian, or designee, to execute amendments to implement additions and/or change of certain terms as required by the Board or Chief Executive Officer during the term of the contract, and to adjust the Contractor's annual fee included in the annual contract sum due to such changes, if any.
8. Approve and delegate authority to the County Librarian, or designee, to execute a substantially similar contract to the next highest ranked proposer identified in the RFP process, at an amount not to exceed the annual contractor's fee submitted by the next highest ranked proposer in response to the RFP plus twenty percent (20%) for the annual estimate for unanticipated work, to ensure the continuity of landscape services at the 29 libraries and Los Nietos Community and Senior Center located in the Public Library's Landscape and Grounds Maintenance Services Areas 3, 4 and 5 in the event of early contract termination with the recommended Contractor, provided County Counsel approval is obtained prior to execution.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Landscape and grounds maintenance services are essential to the Public Library's operation. Approval of the recommended actions will allow the Public Library to continue to provide landscape and grounds maintenance services at the 29 library facilities and the Los Nietos Community and Senior Center located in the Public Library's Landscape and Grounds Maintenance Services Areas 3, 4 and 5, as detailed in Attachment A.

The award of a contract for landscape and grounds maintenance services to Sepco Earthscape, Inc., is part of a continuing effort by the Public Library to provide the best possible service at the lowest responsible cost. The recommended actions are submitted based upon a finding that the provision of landscape and grounds maintenance services for the affected County facilities can be performed more economically by an independent contractor. The contract with Sepco Earthscape, Inc. will become effective upon your Board's approval or March 1, 2013, whichever is later.

### **Implementation of Strategic Plan Goals**

Approval of the recommended award is consistent with the County's Strategic Plan Goals in the area of Operational Effectiveness (Goal 1).

### **FISCAL IMPACT/FINANCING**

The annual contract sum of \$189,579.00 will allow the payment of the Public Library's Contractor's annual fee of \$155,340.00, and the annual estimate for unanticipated work of \$31,068.00, 20% of the Contractor's annual fee and a Contractor's annual fee of \$3,171.00 for the Los Nietos Community and Senior Center. The services for the Los Nietos Community and Senior Center will be billed directly to the Department of Community and Senior Services by the Contactor.

Funding for the Public Library's annual contract sum is included in the Public Library's Fiscal Year 2012-13 Operating Budget. Actual usage of this contract for unanticipated work will be based on actual need. If no such need arises, the contract amount and funding for unanticipated work will not be used or expended. Funding for the Los Nietos Community and Senior Center's annual contract sum is included in the Department of Community and Senior Services Fiscal Year 2012-13 Operating Budget.

The recommended Public Library's Contractor's annual cost of \$155,340.00 represents a cost savings of \$101,092.00 (39%) over the estimated County cost (including start-up costs) to perform similar services for the first year. The cost analysis in Attachment B is calculated based on the Revised Proposition A Contract Cost Format developed by the County Auditor-Controller's guidelines. The proposed contract does not include any cost-of-living increases.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Representatives of SEIU Local 721 were notified but did not require a meeting with the Public Library regarding the proposed contract. Advanced copies of the Request for Proposal, the proposed contract and the Board Letter have been provided to SEIU Local 721.

Under the provisions of Section 2.121.250 through Section 2.121.420 of the Los Angeles County Code, proposals were solicited for the provision of landscape and grounds maintenance services at the 29 library facilities and Los Nietos Community and Senior Center located in the Public Library's Landscape and Grounds Maintenance Services Areas 3, 4 and 5. All requirements of County Code Section 2.121.380 have been met and there is no conflict of interest.

This contract is in compliance with the mandatory living wage requirements as set forth in Los Angeles County Code Chapter 2.201 (Living Wage Program). The Department has evaluated and determined that the contractor fully complies with the requirements of the Living Wage Program and the contractor has certified that it will comply with all terms, conditions, and requirements of the County's Living Wage Program and agrees to pay its full-time employees providing County services a living wage.

The proposed contract contains a provision, (which the recommended contractor agrees), that requires the contractor to give first consideration for any employment openings to qualified permanent County employees who are targeted for layoffs or on the County's re-employment list during the life of the contract. The recommended contractor further agrees to comply with all County standard terms and conditions, including indemnification and insurance requirements, Child Support Compliance Program, Defaulted Property Tax Reduction Program, Jury Service Program and the

Safely Surrendered Baby Law.

The proposed contract also contains a provision that requires the recommended contractor to provide and maintain a performance security throughout the term of the contract. The performance security will be written in an amount equal to 100% of the Contractor's annual fee.

On final analysis and consideration of the awards, the recommended contractor was selected without regard to gender, race, color, creed, or national origin.

County Counsel has reviewed and approved the proposed contract as to form.

## **ENVIRONMENTAL DOCUMENTATION**

The recommended actions are not subject to the California Environmental Quality Act (CEQA) because they do not constitute a project according to Section 15378 of CEQA.

## **CONTRACTING PROCESS**

On March 19, 2012, proposals were solicited through the Internal Services Department's purchasing website, from the vendors listed on Attachment C. Proposals were also solicited from vendors listed in the County Office of Affirmative Action Compliance's Community Business Enterprise (CBE) Database.

Advertisements were placed in the Los Angeles Times, Daily News, and Metropolitan News Enterprise.

On April 3, 2012, the mandatory proposers' conference was held to provide prospective contractors with an overview of the solicitation document and process. Contractors were informed of the County's Living Wage Program and Contractor Responsibility and Debarment provisions.

On April 30, 2012, the Public Library received a total of six proposals. Two proposals were disqualified for being non-responsive, and four proposals were evaluated in May 2012 with three more proposals being disqualified for references. The CBE information is summarized in Attachment D.

The proposal was evaluated utilizing the informed averaging scoring method and rated on the following criteria: proposer's qualifications; proposer's approach to providing required services; proposer's quality control plan; living wage compliance and cost. All related evaluation materials and scoring documents were retained. The Public Library also reviewed available resources to assess the recommended contractors' past performance, and history of labor law violations.

The Public Library determined, through the solicitation process, that landscape and grounds maintenance services for Landscape and Grounds Maintenance Services Areas 3, 4 and 5 can be performed more economically by an independent contractor, and recommends awarding a contract to Sepco Earthscape, Inc. The State Labor Commissioner's Office reports no finding on labor/wage violation.

Sepco Earthscape, Inc., will pay its full-time employees providing County services a living wage of not less than \$11.84 per hour, if contractor contributes less than \$2.20 per hour towards health care

benefits, or not less than \$9.64 per hour, if contractor contributes at least \$2.20 per hour towards health care benefits. The Proposition A Contract – Employee Wages & Benefits form summarizing and comparing the contractor's wages and benefits to those of the County is attached (Attachment E).

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the proposed contract will assure the continuation of landscape and grounds maintenance services at the Public Library's Landscape and Grounds Maintenance Services Area 3, 4 and 5 facilities without interruption.

**CONCLUSION**

Please return to the Public Library two fully conformed copies of the contract with original signatures.

Respectfully submitted,

A handwritten signature in cursive script that reads "Margaret Donnellan Todd".

MARGARET DONNELLAN TODD

County Librarian

MDT:YDR:EM:dl

Enclosures

- c: Chief Executive Officer
- County Counsel
- Executive Officer, Board of Supervisors
- Auditor-Controller
- Community and Senior Services

**COUNTY OF LOS ANGELES PUBLIC LIBRARY**

**Landscape & Grounds Maintenance Services – Areas 3, 4, and 5**

**First District**

Hollydale Library  
Leland R. Weaver Library  
Rivera Library

**Second District**

A.C. Bilbrew Library  
Carson Library  
Compton Library  
Culver City Julian Dixon Library  
Dr. Martin Luther King Jr. Library  
Florence Library  
Florence Parking Lot  
Gardena Mayme Dear Library  
Graham Library  
Hawthorne Library  
Holly Park IT Service Center  
Lawndale Library  
Lennox Library  
Lynwood Library  
Masao W. Satow Library  
View Park Library  
Wiseburn Library  
Woodcrest Library

**Third District**

None

**Fourth District**

Clifton M. Brakensiek Library  
La Mirada Library  
Lomita Library  
Los Nietos Community and Senior Center\*  
Los Nietos Library  
Manhattan Beach Library  
Norwalk Library  
Paramount Library  
South Whittier Library

**Fifth District**

None

The Los Nietos Community and Senior Center, located at 11640 East Slauon Avenue, Whittier, CA 90606, is within the Department of Community and Senior Services (DCSS) and the DCSS will be billed directly by the Contractor for these services.

County of Los Angeles Public Library  
 County's Estimated Avoidable Costs Compared To The Contractor's Costs  
 Ground Maintenance Services - Area 3, 4, 5

County Cost

Direct

Salaries

Position	Monthly Salary (1)	No. of Positions (2)	No. of Months	Total
Ground Maintenance Supervisor	4,208.45	0.90	12.00	45,691.74
Ground Maintenance Worker II	3,411.82	1.41	12.00	57,931.31
Ground Maintenance Worker I	3,050.45	1.55	12.00	56,775.72
		3.87		160,398.78
Total Salaries				160,398.78
Employee Benefits	45.610%			73,157.88
				233,556.66 ✓

Services & Supplies

	Monthly Cost	No. of Months	Total
Uniform (3)	8.95 ✓	12.00	107.37 ✓
Supplies and Materials (6)	225.00 ✓	12.00	2,700.00 ✓
Fuel			0.00
Total Services & Supplies			2,807.37

Description	Monthly Cost	No. of Months	Total
Equipment - Ongoing (4)	300.00 ✓	12.00	3,600.00 ✓
Equipment - One-Time Start Up (5)			16,468.37 ✓
Total Equipment			20,068.37

Indirect

Avoidable Overhead	0.00
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<b>Total Estimated Avoidable Costs</b>	<b>\$ 256,432</b>
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Contracting Costs

Direct

Contract Cost	\$ 155,340
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Indirect Cost

Contract Monitoring	0
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<b>Total Contract Costs</b>	<b>\$ 155,340</b>
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<b>Estimated Savings from Contracting</b>	<b>\$ 101,092</b>
(Avoidable Costs Less Contract Costs)	39%

\$ 101,092

PUBLIC LIBRARY  
GROUND MAINTENANCE SERVICES-Area 3, 4,5  
COUNTY VS. CONTRACTOR COSTS  
Contractor - Sepco Earthscape Inc.  
By Category

Costs by Category	County	Contractor	Difference
<b>STAFFING:</b>			
Supervisor	0.90	3.00	(2.10)
Working Supervisor	1.41	3.00	(1.59)
Grounds Maintenance Worker	1.55	3.00	(1.45)
<b>TOTAL STAFFING</b>	<b>3.87</b>	<b>9.00</b>	<b>(5.13)</b>
<b>S &amp; EB</b>			
Salaries	\$160,399	\$87,882	\$72,517
Payroll Tax/Insurance	\$0	\$26,979	(26,979)
Employee Benefits	73,158		73,158
<b>TOTAL S &amp; EB</b>	<b>\$233,557</b>	<b>\$114,861</b>	<b>\$118,695</b>
<b>SERVICES AND SUPPLIES</b>			
Supplies & Material	\$2,700	\$2,700	\$0
Uniforms	107	720	(613)
Telephone/Utilities	0	600	(600)
Fuel		1,800	(1,800)
<b>TOTAL S &amp; S:</b>	<b>\$2,807</b>	<b>\$5,820</b>	<b>(\$3,013)</b>
<b>EQUIPMENT</b>			
Equipment - ongoing	\$3,600	\$3,600	\$0
Equipment - one time startup	16,468	15,000	1,468
<b>TOTAL EQUIPMENT:</b>	<b>\$20,068</b>	<b>\$18,600</b>	<b>\$1,468</b>
<b>TOTAL SERVICES/SUPPLIES/EQUIPMENT</b>	<b>\$22,876</b>	<b>\$24,420</b>	<b>(\$1,544)</b>
<b>General Liability/Auto Insurance</b>	<b>0</b>		<b>0</b>
<b>General Accounting/Bookkeeping</b>	<b>0</b>	<b>1,680</b>	<b>(1,680)</b>
<b>Management Overhead</b>	<b>0</b>	<b>3,600</b>	<b>(3,600)</b>
<b>Other</b>	<b>0</b>		<b>0</b>
<b>PROFIT</b>	<b>0</b>	<b>10,779</b>	<b>(10,779)</b>
<b>TOTAL COUNTY VS. CONTRACT COSTS</b>	<b>256,432</b>	<b>155,340</b>	<b>101,092</b>

**PUBLIC LIBRARY  
GROUND MAINTENANCE SERVICES  
AREA 3,4,5  
CONTRACTOR'S PROPOSED COSTS BY CATEGORY  
SEPCO EARTHSCAPE INC.**

<b>Salaries</b>				
<b>Position</b>	<b>Full Time Equivalent</b>	<b>Hourly Rate/monthly Rate</b>	<b>Total</b>	
Supervisor	1.00	\$16.00		25,536
Working Supervisor	1.00	12.00		29,952
Ground Maintenance Worker	1.00	11.84		32,394
	<b>Total Salaries:</b>		\$	<b>87,882</b>
Payroll Tax & Insurance	12	2,248	\$	26,979
<b>Total Salaries and Employee Benefits</b>			<b>\$</b>	<b>114,861</b>
<b>Equipment</b>	<b># of Months</b>	<b>Cost/Month</b>	<b>Total</b>	
Vehicle	12			0
Equipment	12	300		3,600
Services	12	1,250		15,000
		<b>Total Equipment</b>		<b>18,600</b>
<b>Services and Supplies</b>				
Supplies & services	12	225		2,700
Uniform	12	60		720
Telephone/Utilities	12	50		600
Gasoline	12	150		1,800
		<b>Total S &amp; S</b>		<b>5,820</b>
<b>Total Equipment/Services and Supplies</b>			<b>\$</b>	<b>24,420</b>
Management Overhead	12	300	\$	3,600
General Accounting/Bookkeeping	12	140	\$	1,680
Profit	12	898	\$	10,779
<b>CONTRACTING COSTS</b>			<b>\$</b>	<b>155,340</b>

<b>Budget sheet for landscape and grounds maintenance</b>			
<b>Area 3</b>			
<b>Employee positions</b>	<b>Hourly Rate</b>	<b>Annual Hours</b>	<b>Annual Salary</b>
Supervisor	16.00	672	10,752.00
Ground Maintenance Worker II	12.00	960	11,520.00
Ground Maintenance Worker I	11.84	960	11,366.40
	Employee Benefit	814.58	9,774.96
	Indirect Cost and Profit	868.22	10,418.64
	<b>Total</b>		<b>53,832.00</b>
<b>Area 4</b>			
<b>Employee positions</b>	<b>Hourly Rate</b>	<b>Annual Hours</b>	<b>Annual Salary</b>
Supervisor	16.00	480	7,680.00
Ground Maintenance Worker II	12.00	576	6,912.00
Ground Maintenance Worker I	11.84	816	9,661.44
	Employee Benefit	673.80	8,085.60
	Indirect Cost and Profit	1007.08	12,084.96
	<b>Total</b>		<b>44,424.00</b>
<b>Area 5</b>			
<b>Employee positions</b>	<b>Hourly Rate</b>	<b>Annual Hours</b>	<b>Annual Salary</b>
Supervisor	16.00	444	7,104.00
Ground Maintenance Worker II	12.00	960	11,520.00
Ground Maintenance Worker I	11.84	960	11,366.40
	Employee Benefit	759.87	9,118.44
	Indirect Cost and Profit	1497.93	17,975.16
	<b>Total</b>		<b>57,084.00</b>
<b>Area 3,4,5</b>			
<b>Employee positions</b>	<b>Hourly Rate</b>	<b>Annual Hours</b>	<b>Annual Salary</b>
Supervisor	16.00	1596	25,536.00
Ground Maintenance Worker II	12.00	2496	29,952.00
Ground Maintenance Worker I	11.84	2736	32,394.24
	Employee Benefit	2248.25	26,979.00
	Indirect Cost and Profit	3373.23	40,478.76
	<b>Total</b>		<b>155,340.00</b>

County of Los Angeles Public Library  
County's Estimated Avoidable Costs Compared  
Landscape and Ground Maintenance Services - Area 3,4,5  
Notes to the Contract Analysis

- 1) Annual salaries have been calculated according to salary schedule effective on 7/31/2012.
- 2) County staffing pattern was developed from the composite of the contract bidder's staffing required to accomplish work for 29 Libraries. Based on the contractor's annual working hours of 2088 vs. the county's annual working hours of 1770.  
( information provided by Contract Section)

( information provided by Contract Section)

Short sleeve shirt + Pants =Total cost ( including Taxes)  
\$15.06+\$17.85 =**\$ 32.91**  
\$32.91X3 (uniform per employee)=\$98.73  
\$98.73 X 8.75% =**\$ 8.64**  
\$98.73+\$8.64 =**\$ 107.37**

- 4) The monthly ongoing equipment cost of \$300.00 per vendor's quotes.  
( information provided by Contract Section)
- 5) Equipment Start Up Costs include items required for 29 Libraries.  
Cost based on agreement vendor's quote include shipping cost and 8.75% tax.  
( information provided by Contract Section)

<b>Equipment:</b> mower, edger, hedge trim	2347.22X3	7041.66
<b>Miscellaneous</b> garden tools. Weed eat	483.51X3	1450.53
<b>Vehicles:</b> stake bed truck 1 ton each	24616.55X3	73849.65
	Sub-total	82341.84
	Total	<u><u>\$82,341.84</u></u>
Cost spread over five-year life	82341.84/5	<u><u>\$16,468.37</u></u>

- 6) The Public Library used contractor's proposed costs for supplies and materials as an estimate in the county's calculation.  
( information provided by Contract Section)

AS OF July 31, 2012

CLICK ON THE LINKS BELOW FOR

- ELECTED OFFICIALS SALARIES

- DEPARTMENT HEAD SALARIES

ITEM NO	CLASSIFICATION	EFFECTIVE DATE	NOTE	SCHEDULE LEVEL	RANGE MINIMUM	RANGE MAXIMUM/ CONTROL	BARGAIN UNIT
4887	FORENSIC TECHNICIAN I	01-JAN-09	NM	73C	3,057.91	3,996.82	221
4888	FORENSIC TECHNICIAN II	01-JAN-09	N3M	77B	3,779.27	4,443.09	221
0328	FORESTRY ASSISTANT	01-AUG-08	NR	89F	4,737.64	6,925.45	601
0326	FORESTRY TECHNICIAN	01-AUG-08	NM	66G	2,560.64	3,346.09	603
6609	FUEL EQUIPMENT TECHNICIAN	15-MAY-12	N2	81H	4,046.36	4,761.09	2
9059	GAIN SERVICES COORDINATOR	01-JAN-09	NR	75E	3,241.64	4,725.91	711
9166	GAIN SERVICES SUPERVISOR	01-JAN-09	NR	81C	3,788.55	5,533.45	777
9165	GAIN SERVICES WORKER	01-JAN-09	NR	72C	2,976.73	4,334.64	711
8248	GALLERY ATTENDANT	01-JAN-09	NM	59E	2,105.09	2,761.55	2
6012	GARAGE ATTENDANT I	01-JAN-09		66L	2,585.73	3,202.27	421
6014	GARAGE ATTENDANT II	01-JAN-09		68L	2,728.36	3,378.82	421
6625	GENERAL MAINTENANCE SUPERVISOR	01-JAN-09	NM	80B	3,678.18	4,820.00	432
6619	GENERAL MAINTENANCE WORKER	01-JAN-09	NM	70K	2,871.00	3,751.64	431
8025	GENERAL SERVICES MANAGER I	01-JAN-09	NM	78E	3,512.55	4,599.45	122
8026	GENERAL SERVICES MANAGER II	01-JAN-09	NM	80E	3,705.73	4,856.00	122
8027	GENERAL SERVICES MANAGER III	01-JAN-09	NM	84D	4,116.55	5,399.09	122
9027	GENETIC COUNSELOR	01-JAN-09	NM	92K	5,190.55	6,806.73	2
4413	GEOGRAPHIC INFO SYSTEMS ANALYST	22-MAY-12		94C	5,385.73	6,690.27	2
4417	GEOGRAPHIC INFO SYSTEMS MANAGER I	22-MAY-12	N23	S11		9,696.37	996
4418	GEOGRAPHIC INFO SYSTEMS MANAGER II	22-MAY-12	N23	S12		10,423.38	996
4416	GEOGRAPHIC INFO SYSTEMS SPECIALIST	22-MAY-12	NM	108G	7,951.27	10,428.36	999
4411	GEOGRAPHIC INFO SYSTEMS TECHNICIAN	22-MAY-12		89F	4,737.64	5,885.73	2
6296	GLAZIER	01-JAN-09		F		5,057.77	411
8812	GOLF DIRECTOR	01-JAN-09	NM	94L	5,492.64	7,203.45	999
5170	GRADUATE NURSE ANESTHETIST	01-JAN-09		F		9,735.83	311
5855	GRADUATE OCCUPATIONAL THERAPIST	01-JAN-09		F		2,989.26	341
5509	GRADUATE PHARMACIST	01-JAN-09	NB	98H	6,077.36	6,416.09	341
5834	GRADUATE PHYSICAL THERAPIST	01-JAN-09		F		3,096.43	341
5835	GRADUATE PHYSICAL THERAPIST, FOREIGN	01-JAN-09	NM	86E	4,356.27	5,713.73	341
5584	GRAD RESPIRATORY CARE PRACTITIONER	01-JAN-09		F		3,802.64	221
7959	GRAPHIC ARTIST	01-JAN-09	NM	77G	3,436.64	4,498.55	121
7966	GRAPHIC ARTIST, CEO	01-JAN-09	NM	80C	3,687.36	4,832.00	999
7956	GRAPHIC ARTIST, LACERA	01-JAN-09	NM	84B	4,096.18	5,372.36	850
7957	GRAPHIC ARTS AID	01-JAN-09	NM	69G	2,774.82	3,625.36	121
7965	GRAPHIC ARTS COORDINATOR	01-JAN-09	NM	94F	5,425.82	7,115.73	999
7964	GRAPHIC ARTS COORDINATOR, SHERIFF	20-APR-10	NM	89A	4,679.00	6,137.00	999
7962	GRAPHIC ARTS SPECIALIST	01-JAN-09	NM	79G	3,625.36	4,749.36	121
0350	GROUNDS MAINTENANCE HELPER	01-JAN-09	N1	FH		8.00	431
0361	GROUNDS MAINTENANCE SUPERVISOR	01-JAN-09	NM	75B	3,217.91	4,208.45	432
0352	GROUNDS MAINTENANCE WORKER I	01-JAN-09	NM	63B	2,332.82	3,050.45	431
0354	GROUNDS MAINTENANCE WORKER II	01-JAN-09	NM	67D	2,611.09	3,411.82	431
8602	GROUP SUPERVISOR II	01-AUG-08	N2	78E	3,705.73	4,356.27	701
8619	GROUP SUPERVISOR II, PROBATION	01-AUG-08	N2	73H	3,265.36	3,834.91	701
8618	GROUP SUPERVISOR, NIGHTS, PROBATION	01-AUG-08		71G	2,927.00	3,625.36	701
8245	GUEST INSTRUCTOR	01-JAN-09		FS		114.65	121
6336	GUNITE GUN OPERATOR	01-JAN-09		F		4,984.61	411
6338	GUNITE NOZZLE OPERATOR	01-JAN-09		F		5,167.94	411

PUBLIC LIBRARY  
COST FACTORS  
FISCAL YEAR 2011-12

Top Step Variance Factor:	94.7875%
MAPP TIER I Variance Factor:	97.1222%
MAPP TIER II Variance Factor:	101.6785%
Contract Cities Liability Insurance Rates:	(1)
Productive Work Hours:	1764
Countywide Cost:	
Group III	\$ 5,212,688
Group IV	\$ 4,283,380

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(1) The appropriate Contract City Liability Insurance rate should be applied to total billable cost. Contact Risk Management for the appropriate rates.

Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
<a href="#">16508901</a>	A1 SERVICE SOLUTIONS INC CUSTOM AGRONOMIC SOLUTIONS, 2787 DEL MONTE ST., WEST SACRAMENTO, CA, 95691	(916) 277-8090	
<a href="#">16502301</a>	AAA TREE SERVICE & CONSTRUCTION PO BOX 3598, , BIG BEAR LAKE, CA, 92315-3598	(909) 584-8645	
<a href="#">52640201</a>	AC HORTICULTURE MANAGEMENT P.O. BOX 33311, , GRANADA HILLS, CA, 91394	(818) 895-5559	
<a href="#">11464601</a>	ACCENT LANDSCAPE, INC. 15808 S BROADWAY, , GARDENA, CA, 90248	(310) 324-1706	
<a href="#">15503901</a>	ACCESS PACIFIC, INC. 28 N. MARENGO AVENUE, , PASADENA, CA, 91101	(626) 792-0616	<a href="#">View</a>
<a href="#">13976401</a>	ADVANCED SYNTEC 6026 VIA MONTANEZ, , CAMARILLO, CA, 93012	(805) 205-4509	
<a href="#">16350101</a>	AJIL 1652 N HOOVER ST, , LOS ANGELES, CA, 90027	(323) 309-9937	
<a href="#">13353401</a>	ALD LANDSCAPE & MAINTENANCE 1350 W. 228TH ST. #6, , TORRANCE, CA, 90501	(310) 834-5768	
<a href="#">14518501</a>	ALPHA SCAPES, INC. ALPHA LANDSCAPE, 42529 8TH STREET EAST, LANCASTER, CA, 93535-5237	(661) 940-1670	
<a href="#">14634701</a>	AMERICAN CAPITAL ACQUISITIONS 15937 FREMONT AVE, , ADELANTO, CA, 92301	(310) 622-4447	
<a href="#">15545101</a>	AMERICAN FAMILY HOUSING PINE HILL LANDSCAPING 7162 KERMORE LANE, , STANTON, CA, 90680	(714) 229-0585	
<a href="#">50873801</a>	AMERICAN GOLF CORPORATION DIAMOND BAR GOLF COURSE, 22751 GOLDEN SPRINGS DR., DIAMOND BAR, CA, 9 1 7 6 5 - 2 2 1 8	(909) 861-5757	

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Sub-Class #	Description
988 - 36	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
50873802	AMERICAN GOLF CORPORATION 2951 28TH STREET, , SANTA MONICA, CA, 90405	(310) 503-9026	
50873803	AMERICAN GOLF CORPORATION 27943 VIA DEL AGUA, , LAGUNA NIGUEL, CA, 92677-7354	(916) 715-1494	
50873804	AMERICAN GOLF CORPORATION CHESTER WASHINGTON GOLF COURSE, 1930 W 120TH STREET, LOS ANGELES, CA, 90047	(916) 715-1494	
50873805	AMERICAN GOLF CORPORATION MAGGIE HATHAWAY GOLF COURSE, 9637 S. WESTERN AVENUE, LOS ANGELES, CA, 90047	() -	
50873806	AMERICAN GOLF CORPORATION KNOLLWOOD COUNTRY CLUB, 12040 BALBOA BLVD., GRANADA HILLS, CA, 91344	(818) 360-2101	
50873807	AMERICAN GOLF CORPORATION LA MIRADA GOLF COURSE, 15501 E. ALICANTE ROAD, LA MIRADA, CA, 90638	() -	
50873808	AMERICAN GOLF CORPORATION LAKEWOOD COUNTRY CLUB, 3101 CARSON STREET, LAKEWOOD, CA, 90712	(562) 421-0550	
50873809	AMERICAN GOLF CORPORATION LOS VERDES GOLF COURSE, 7000 W. LOS VERDES DRIVE, RANCHO PALOS VERDES, CA, 90275	() -	
50873810	AMERICAN GOLF CORPORATION MOUNTAIN MEADOWS GOLF COURSE, 1875 FAIRPLEX DRIVE, POMONA, CA, 91768	() -	
15017201	AMERICAN LANDSCAPE, INC. 7949 DEERING AVENUE, , CANOGA PARK, CA, 91304	(818) 999-2041	
15017202	AMERICAN LANDSCAPE, INC. 7013 OWENSMOUTH AVE, , CANOGA PARK, CA, 91303	(818) 999-2041	
13926201	ARCHER LANDSCAPE SERVICES	(714) 271-8314	

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Sub-Class #	Description
988 - 36	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
<a href="#">16001601</a>	AZTEC LANDSCAPING, INC. 7980 LEMON GROVE WAY, , LEMON GROVE, CA, 91945	(619) 464-3303 Ext:110	
<a href="#">04916501</a>	AZTECA LANDSCAPE 1027 E. ACACIA STREET, , ONTARIO, CA, 91761	(909) 673-0889	
<a href="#">15542901</a>	BAG SNAGGERS, INC. 101 74TH STREET, SUITE 4, NORTH BERGEN, NJ, 07047-5894	(201) 854-7483	
<a href="#">10502201</a>	BECHTEL PROPERTY SERVICES, INC. 20724 PALOMAR ST., , WILDOMAR, CA, 92595-9274	(951) 245-2778	
<a href="#">05416401</a>	BENNETT ENTERPRISES INC BENNETT LANDSCAPE, 25889 BELLE PORTE AVENUE, HARBOR CITY, CA, 90710	(310) 534-3543 Ext:107	
<a href="#">05416402</a>	BENNETT ENTERPRISES INC 25889 BELLE PORTE AVE., , HARBOR CITY, CA, 90710-3393	(310) 534-3543	
<a href="#">14697301</a>	BIG STAR MAINTENANCE 301 S. NEW AVE., , MONTEREY PARK, CA, 91755	(626) 573-8487	
<a href="#">14905301</a>	BLACKSTONE CONSULTING, INC. 11726 SAN VICENTE BLVD., SUITE 550, , LOS ANGELES, CA, 90049	(310) 826-4389	
<a href="#">16477201</a>	BLSD INC BEST LANDSCAPING, 2101 W MONTEREY AVE, BURBANK, CA, 91506	(619) 335-7500	
<a href="#">15595801</a>	BMC LANDSCAPE MANAGEMENT INC 13438 HALLDALE AVE, , GARDENA, CA, 90249	(323) 770-2440	<a href="#">View</a>
<a href="#">15145901</a>	BRANDON'S LANDSCAPES INC 24 W MIRA MONTE AVE UNIT C, , SIERRA MADRE, CA, 91024	(626) 836-7703	
<a href="#">13276101</a>	BRIGADIER CORP. 915 W. FOOTHILL BL. #C-403, , CLAREMONT, CA, 91711	(951) 805-3005	

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Sub-Class #	Description
988 - 36	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
15092401	BUILDERS CONSTRUCTION 1003 SPRINGOAK WAY, , STOCKTON, CA, 95209	(209) 565-2845	
51433701	CACHO LANDSCAPE 711 TRUMAN ST., , SAN FERNANDO, CA, 91340	(818) 365-0773	
50918101	CAL ARBORIST COMPLETE TREE CA RE INC 14068 LAMBERT RD., , WHITTIER, CA, 90605	(562) 698-3280	
51988101	CALIFORNIA CONSERVATION CORPS 11401 BLOOMFIELD AVE., BOX 9, NORWALK, CA, 90650-2015	(213) 744-2254	
51988103	CALIFORNIA CONSERVATION CORPS 1719 24TH ST., , SACRAMENTO, CA, 95816-7114	(916) 341-3122	
14196001	CALIFORNIA CREATIONS 14971 FOOTHILL BLVD., , SYLMAR, CA, 91342	(818) 833-1231	
14395501	CALIFORNIA SPIRIT SERVICES 36200 PARADISE RANCH SUITE 105, , CASTAIC, CA, 91384	(661) 775-3791	
05314001	CAM SERVICES 5664 SELMARAIN DR., , CULVER CITY, CA, 90230-6120	(310) 390-3552 Ext:31	
15026601	CAMPESINOLANDSCAPEINC. 13023 THICKET PL., , CORONA, CA, 92883	(951) 674-6600	
16039501	CASA VERDE LANDSCAPE MAINTENANCE CORPORATION 7090 ARCHIBALD AVE., , ALTA LOMA, CA, 91701	(909) 483-2494	
16124701	CASTANEDA'S TREE TRIMMING 8955 GREENWOD AVE., , SAN GABRIEL, CA, 91775	(626) 831-1258	
15717401	CBJ BUILDING MAINTENANCE P.O. BOX 1778., , DANVILLE, CA, 94526	(510) 755-4279	

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Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
<a href="#">15277901</a>	CHARLES T ANDREWS CTAI PACIFIC GREENSCAPE, 23520 KETTLE RD, MURRIETA, CA, 92562-4707	(951) 453-3519	
<a href="#">05411101</a>	COMMERCIAL TREE CARE 24885 SAN FERNANDO RD., UNIT. B, , NEWHALL, CA, 91321-1513	(661) 255-9227	
<a href="#">13708001</a>	COMPLETE GARDENING & LANDSCAPECG&L P.O. BOX 1862, , GLENDORA, CA, 91740	(626) 483-7312	
<a href="#">14843001</a>	CONEJO CREST LANDSCAPE 16435 HART ST., , VAN NUYS, CA, 91406	(818) 988-9696	<a href="#">View</a>
<a href="#">11166301</a>	CREATIVE CONCEPTS LANDSCAPE 4118 LA CRESCENTA AVE., , LA CRESCENTA, CA, 91214-3809	(818) 248-7436	
<a href="#">50649201</a>	CUT N EDGE INC. PO BOX 4457, , VALLEY VILLAGE, CA, 91617-0457	(818) 769-8948	
<a href="#">14020801</a>	DESERT SKY LANDSCAPING MAINT 5116 W. AVE. L-8, , LANCASTER, CA, 93534	(661) 943-4654	
<a href="#">14822501</a>	DIVERSIFIED LANDSCAPE 33801 WASHINGTON STREET, , WINCHESTER, CA, 92596	(951) 926-7444	
<a href="#">05109901</a>	DIVERSIFIED MAINTENANCE 417 E. HUNTINGTON DRIVE, , MONROVIA, CA, 91016	(626) 305-8500	
<a href="#">16403101</a>	DOUBLE TIME CLEAN UP AND MAINTENANCE 2422 W 6TH STREET, , SAN BERNARDINO, CA, 92410	(909) 512-2284	
<a href="#">13123601</a>	E P MAINTENANCE 16202 ALPINE PLACE, , LA MIRADA, CA, 90638	(562) 882-3743	
<a href="#">14694501</a>	ECOLOGICAL LLC	(818) 645-8100	

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Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
<a href="#">14698501</a>	ELITE LANDSCAPING, INC. 2972 LARKIN AVE, , CLOVIS, CA, 93612	(559) 292-7760 Ext:13	
<a href="#">04894901</a>	ENVIRONMENTAL MAINTENANCE CO 10950 SOUTH CENTRAL AVENUE, , LOS ANGELES, CA, 90059	(323) 563-5642	
<a href="#">15689501</a>	EQUERY INC ECCONO TREE CARE, 15332 ANTIOCH ST. #115, PACIFIC PALISADES, CA, 90272	(310) 980-1956	
<a href="#">16347601</a>	FAIRWAY LANDSCAPE & IRRIGATION INC. 4223 ALAMO STREET, , RIVERSIDE, CA, 92501	(951) 778-4142	
<a href="#">05188101</a>	FAR-EAST LANDSCAPE & PO BOX 950351, , MISSION HILLS, CA, 91395-0351	(661) 297-0918	<a href="#">View</a>
<a href="#">05188102</a>	FAR-EAST LANDSCAPE & 146 RAILROAD AVE., , MONROVIA, CA, 91016-4642	(805) 297-0918	
<a href="#">05188103</a>	FAR-EAST LANDSCAPE & PO BOX 950351, , MISSION HILLS, CA, 91395-0351	(800) 887-3227	
<a href="#">15915701</a>	FLORAL PALACE LANDSCAPE 4830 SOUTH CRENSHAW BLVD, , LOS ANGELES, CA, 90043	(323) 299-3710	
<a href="#">11642301</a>	FRANK MATTISON LANDSCAPE 43759 15TH ST. W., STE. 217, , LANCASTER, CA, 93534-4754	(661) 940-6069	
<a href="#">50886701</a>	GARDNER TRACTOR SERVICE 10552 CHESTNUT AVE., , STANTON, CA, 90680-2441	(714) 527-6830	
<a href="#">02700201</a>	GENERAL SECURITY SERVICE INC 14009 CRENSHAW BLVD., # D, , HAWTHORNE, CA, 90250-7816	(323) 772-7377	
<a href="#">13909001</a>	GHARMONY, INC.	(626) 633-6620	

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Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
<a href="#">15679301</a>	GOLDEN WEST ARBOR SERVICES INC. 1419 S. EAST END AVE., , POMONA, CA, 91766	(909) 623-8226	
<a href="#">13082901</a>	GOMEZ LANDSCAPE DESIGN 23932 CLARINGTON DR., , WEST HILLS, CA, 91304	(818) 535-4654	
<a href="#">10489601</a>	GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA 342 N SAN FERNANDO RD, , LOS ANGELES, CA, 90031-1730	(818) 782-2520 Ext:200	
<a href="#">10489602</a>	GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA 14565 LANARK ST., , PANORAMA CITY, CA, 91402-4903	(323) 997-3086	
<a href="#">10489603</a>	GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA 342 N SAN FERNANDO RD, , LOS ANGELES, CA, 91307	(626) 222-6879	
<a href="#">51387001</a>	GRANDVIEW TREE SURGERY CO 819 S. MAGNOLIA AVE., STE. D, , MONROVIA, CA, 91016-6831	(626) 358-7875	
<a href="#">14328901</a>	GREEN LEAF GTH 5632 VAN NUYS BLVD SUITE 485, , VAN NUYS, CA, 91401	(818) 788-1235	
<a href="#">15322801</a>	GREEN LIFE TREE SERVICE 15735 MAPLEGROVE ST, , LA PUENTE, CA, 91744	(626) 917-4321	
<a href="#">50909601</a>	GREEN TECH 13128 TELEGRAPH RD., STE. G1, , SANTA FE SPRINGS, CA, 90670-6638	(562) 777-1962	
<a href="#">13576201</a>	GREEN TIPS GARDENING 732 NORTH ELSPETH WAY, , COVINA, CA, 91722-3244	(626) 488-8077	
<a href="#">51754901</a>	GROUNDWORKS LANDSCAPE INC 111 EAST 220TH ST, , CARSON, CA, 90745	(310) 518-6267	
<a href="#">15091901</a>	HARMIN SERVICES NO 1 INC HART EMPLOYMENT SERVICES, 2982 E COLORADO BLVD STE 109B, PASADENA, CA, 91107	(626) 405-0778	

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Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
16086301	HASSON'S LANDSCAPING 13124 MAGNOLIA AVE, , CHINO, CA, 91710	(714) 240-8175	
14632101	HB DIAMOND SERVICES, INC. 29773 GIFHORN ROAD, , MENIFEE, CA, 92584-8615	(888) 208-3220	
15876101	HIGHLAND PACIFIC LANDSCAPE 24071 REGENTS PARK CIRCLE, , VALENCIA, CA, 91355	(661) 808-4006	
15042301	HUNT IRRIGATION INC 2600 WEST L STREET, , LINCOLN, NE, 68522	(402) 438-8151	
14475201	IGI'S LANDSCAPE SERVICES 313 S ANDRES PLACE, , SANTA ANA, CA, 92704	(714) 418-1667	
16178201	ISLAND POPPY PLANT CARE PO BOX 1803, , AVALON, CA, 90704	(310) 701-5397	
11617401	ISS GROUNDS CONTROL INC 23236 LYONS AVE STE. 209, , NEWHALL, CA, 91321	(661) 259-9067	
15391201	JIMMIE'S TREE SERVICE 6773 OLIVE AVE, , LONG BEACH, CA, 90805	(562) 423-6202	
15365901	JMJ INTNL. GREENFIELDLANDSCAPING & MAINT 3129 S. HACIENDA BLVD. SUITE # 384, , HACIENDA HEIGHTS, CA, 91745	(626) 926-2221	
15110901	JN LANDSCAPING & MAINTENANCE 12335 SANTA MONICA BLVD STE 301, , LOS ANGELES, CA, 90025	(310) 577-9378	
11373501	JOHNSON CONTROLS INC 7315 N. ATLANTIC AVE., , CAPE CANAVERAL, FL, 32920-3721	(321) 784-7708	
12918801	JUAN MUNOZ	(818) 621-2839	

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Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
15249401	KARRY R WENDEL CLEAN CUT LANDSCAPE, 8406 N. ARMSTRONG, CLOVIS, CA, 93619	(559) 322-2041	
50551601	L. BARRIOS & ASSOCIATES, INC. 302 E. FOOTHILL BLVD., STE. 101, , SAN DIMAS, CA, 91773-1259	(909) 592-5893	
13104101	LAND CREATIONS 15267 COBALT ST, , SYLMAR, CA, 91342	(818) 833-7172	
15112401	LAND MECHANICS, INC. PO BOX 17521, , ANAHEIM, CA, 92817-7521	(714) 516-9555	
13081901	LANDSCAPE ASSOCIATES INC 16251 N. FILBERT STREET, , SYLMAR, CA, 91342	(818) 891-0398	
14380701	LANDSCAPE CONSERVATION SOLUTIONS INC, PO BOX 12700, WESTMINISTER, CA, 92685	(949) 292-5668	
14647801	LANDSCAPE TECHNOLOGIES 144 W. ALLEN AVE, , SAN DIMAS, CA, 91773	(909) 773-8676	
10955601	LIMCO 412 DE LA VINA ST., , SANTA BARBARA, CA, 93101-3418	(805) 884-4648	
14533701	LNL CORPORATION 2183 FAIRVIEW ROAD STE 216, , COSTA MESA, CA, 92627	(949) 646-7441 Ext:101	
16225801	LOS ANGELES INFRASTRUCTURE ACADEMY 700 N. ALAMEDA ST. FL 4 #570, , LOS ANGELES, CA, 90012	(213) 687-0781 Ext:1	
15381701	LOS GATOS INC. 3026 HALLADAY ST, , SANTA ANA, CA, 92705	(714) 546-0681	
15758201	MARCELLO R MOSCOZO	(626) 484-5046	

Sub-Class #	Description
988 - 36	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
<a href="#">14507401</a>	MARINA LANDSCAPE, INC. 1900 S. LEWIS STREET, , ANAHEIM, CA, 92805	(949) 614-9148	
<a href="#">50312901</a>	MARIPOSA LANDSCAPES, INC. 15529 ARROW HWY., , IRWINDALE, CA, 91706-2002	(626) 960-0196 Ext:302	
<a href="#">05148401</a>	MARTINEZ LANDSCAPING CO INC 14862 RYAN ST., , SYLMAR, CA, 91342-3958	(818) 364-9188	
<a href="#">05148402</a>	MARTINEZ LANDSCAPING CO INC 14862 RYAN ST., , SYLMAR, CA, 91342-3958	(818) 364-9188	
<a href="#">15220601</a>	MERCHANTS LANDSCAPE 11220 1/2 PEORIA ST., , SUN VALLEY, CA, 91352	(714) 972-8200	
<a href="#">03162201</a>	MIDORI GARDENS 3231 S. MAIN STREET, , SANTA ANA, CA, 92707	(714) 751-8792	
<a href="#">16331201</a>	MIHYUN NO I CARPET & UPHOLSTERY CLEANING, 3921 WILSHIRE BLVD., LOS ANGELES, CA, 90010	(323) 534-5012	
<a href="#">15228201</a>	MILLENNIUM MAINTENANCE SYSTEMS 26007 HUNTINGTON LANE STE 11, , VALENCIA, CA, 91355	(661) 645-7199	
<a href="#">11207201</a>	MOSS AMERICA COMPANIES PO BOX 5795, , BEVERLY HILLS, CA, 90209-5795	(310) 712-2684	
<a href="#">52357701</a>	MUNOZ LANDSCAPE INC MONICA'S NURSERY, 266 CLOVERLEAF DR, BALDWIN PARK, CA, 91706-6505	(626) 369-8097	
<a href="#">10847701</a>	NEW GENERATION 16042 BASSETT ST., , VAN NUYS, CA, 91406-4805	(818) 909-9299	
<a href="#">15524201</a>	NEW IMAGE LANDSCAPING INC. 554 PRESCOTT ST., , PASADENA, CA, 91104	(626) 421-6270	

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Sub-Class #	Description
988 - 36	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
13131001	NEW VISION 1436 ORCHARD ST. #A, , SANTA PAULA, CA, 93060	(805) 797-2525	
14952901	NMS MANAGEMENT, INC. 155 WEST 35TH STREET, SUITE A, , NATIONAL CITY, CA, 91950	(619) 425-0440	
13161001	NOON PRODUCTIONS, LLC P. O. BOX 802874, , SANTA CLARITA, CA, 91380	(661) 313-4227	
14525101	OAK SPRINGS NURSERY INC P.O. BOX 922906, , SYLMAR, CA, 91342	(818) 367-5832	
13339701	OAKRIDGE LANDSCAPE INC 28064 AVENUE STANFORD UNIT K, , VALENCIA, CA, 91355	(661) 295-7228	
15279801	OC SEVEN INC PRUNIN ARBORICULTURE & MAINTENANCE, 23052 ALICIA PKWY H-218, MISSION VIEJO, CA, 92692	(714) 822-3982	
15434701	ORBITAL MAINTENANCE AND CONSTRUCTION, INC. P.O. BOX 2342, CULVER CITY, CA 90231, 7417 W. 82ND ST., WESTCHESTER, CA, 90045-2307	(310) 710-6028	
10125201	OROZCO LANDSCAPE AND TREE CO. 1419 EAST END AVENUE, , POMONA, CA, 91766	(909) 623-8287	
10125202	OROZCO LANDSCAPE AND TREE CO. 11194 PIPELINE AVE., , POMONA, CA, 91766-4056	(909) 623-8287	
11090301	PANAMERICAN LANDSCAPING 4570 VAN NUYS BLVD STE 284, , SHERMAN OAKS, CA, 91403-2913	(818) 535-9391	
14171101	PANTERA ENTERPRISES INC 28007 ALTA VISTA AVE, , VALENCIA, CA, 91355	(213) 598-6544	
50704901	PARKWOOD LANDSCAPE MAINT., INC	(818) 988-9677	

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Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
14845401	PBMS INC PREMIER BUILDING MAINT SERV., 1909 WILSHIRE BLVD., LOS ANGELES, CA, 90057	(213) 386-2552	
14947001	PERFECT PLANTS LANDSCAPE MANAGEMENT INC., 20700 VENTURA BLVD., SUITE 234, WOODLAND HILLS, CA, 91364	(818) 981-0810	
50889101	PESTMASTER SERVICES, INC. 137 E. SOUTH ST., , BISHOP, CA, 93514-3545	(775) 358-5966	
50889102	PESTMASTER SERVICES, INC. 42717-6TH STREET EAST, , LANCASTER, CA, 93535	(775) 358-5966	
15299401	PINNACLE HOLDINGS GROUPDBA PINNACLE LANDSCAPE COMPANY 2200 S. FAIRVIEW ST., , SANTA ANA, CA, 92704	(714) 856-8279	
05171401	PLANT TERRA LANDSCAPE INC 13913 LA CASCADE CT., , BAKERSFIELD, CA, 93314-8354	(661) 588-6127	
14499401	POIEMA LANDSCAPE INC. 732 N. DIAMOND BAR BLVD., SUITE 110, , DIAMOND BAR, CA, 91765	(909) 444-2249	
02870001	POWERLAND EQUIPMENT, INC. 27943 VALLEY CENTER RD., , VALLEY CENTER, CA, 92082-6547	(760) 749-1271	
52514001	PREMIER BUILDING MAINTENANCE 1909 WILSHIRE BLVD, , LOS ANGELES, CA, 90057	(213) 386-2552	
13696801	PRIDE INDUSTRIES 10030 FOOTHILLS BLVD., , ROSEVILLE, CA, 95747-7102	(916) 788-2136	
13763701	QQEST ASSET MANAGEMENT LLC 9350 SOUTH 150EAST SUITE 130, , SANDY, UT, 84070	(801) 265-9500 Ext:2215	
15527501	R&C TREE COMPANY	(818) 775-1918	

Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
16461401	RAMOS LANDSCAPING, INC. 18761 CHASE STREET, , NORTHRIDGE, CA, 91324	(818) 519-7079	
12426901	REAL ESTATE CONSULTING & SERVICES, INC., 635 E. 1ST ST., # 418, TUSTIN, CA, 92780-3417	(714) 720-3187	
01427301	REGENTS OF UC UCLA REMITTANCE CENTER, 10920 WILSHIRE BLVD, STE 107, LOS ANGELES, CA, 90024-6503	(310) 206-0265	
01427302	REGENTS OF UC 10990 WILSHIRE BLVD, SUITE 1450, LOS ANGELES, CA, 90024	(310) 312-9315	
01427303	REGENTS OF UC UCLA - DFH PARAMEDIC EDUCATION, 333 N. PRAIRIE AVE., INGLEWOOD, CA, 90301	(310) 680-1100	
01427304	REGENTS OF UC UCLA CPHD, 1145 GAYLEY AVE STE 304, LOS ANGELES, CA, 90024	(310) 794-0864	
01427305	REGENTS OF UC UCLA CAREER CENTER, 501 WESTWOOD PLAZA, LOS ANGELES, CA, 90095-1573	(310) 206-1901	
01427306	REGENTS OF UC UCLA ANDERSON FORECAST, 110 WESTWOOD PLAZA STE B302 - BOX 951481, LOS ANGELES, CA, 90095-1481	(310) 825-1623	
01427307	REGENTS OF UC PHOTOGRAPHIC SERVICES, 10833 LE CONTE DRIVE, 62-073 CHS, LOS ANGELES, CA, 90095	(310) 825-7725	
01427308	REGENTS OF UC LIBRARY, 405 HILGARD AVENUE, LOS ANGELES, CA, 90095	(310) 206-9363	
01427309	REGENTS OF UC UCLA MEDICAL CENTER, 10990 WILSHIRE BLVD SUITE 1450, LOS ANGELES, CA, 90024	(310) 267-5959	
01427310	REGENTS OF UC	(310) 825-4824	

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Sub-Class #	Description
988 - 36	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
01427311	REGENTS OF UC UCLA-LOSH, 10945 LE CONTE AVE. UEBERROTH BLDG., STE 2107, LOS ANGELES, CA, 90095	(310) 794-5959	
01427312	REGENTS OF UC 601 S. WOODS AVE., , LOS ANGELES, CA, 90022-3221	(310) 206-8883	
01427313	REGENTS OF UC UCLA ISAP, 1640 S SEPULVEDA BLVD STE 320, LOS ANGELES, CA, 90025-7535	(310) 267-5399	
01427314	REGENTS OF UC SCHOOL OF THEATER, FILM & TV, 1449 MELNITZ HALL BOX 951622, LOS ANGELES, CA, 90095-1622	(310) 267-4419	
01427315	REGENTS OF UC 10920 WILSHIRE BLVD., STE. 500, CONTRACTS & GRANTS ADMIN., LOS ANGELES, CA, 90024-6502	(310) 794-2838	
01427316	REGENTS OF UC UCLA CENTER FOR COMMUNITY LEARNING, A265 MURPHY HALL, LOS ANGELES, CA, 90095-1571	(310) 825-7867	
01427317	REGENTS OF UC SCHOOL OF LAW, PO BOX 951476, LOS ANGELES, CA, 90095-1476	(310) 206-9155	
01427318	REGENTS OF UC 10945 LE CONTE AVE., STE. 2339, , LOS ANGELES, CA, 90095	(310) 312-0531	
01427319	REGENTS OF UC UCLA DEPT OF SURGERY DIV OF CARDIOTHORACIC, 72-131 CTR FOR THE HEALTH SCIENCE BOX 951749, LOS ANGELES, CA, 90095-6902	(310) 825-9820	
01427320	REGENTS OF UC UCLA MEDICAL CENTER, FILE 2009, LOS ANGELES, CA, 90074-2009	(310) 825-8021	
01427321	REGENTS OF UC JULES STEIN INST-UCLA RM 2-142, 100 STEIN PLAZA, LOS ANGELES, CA, 90095	(310) 206-6641	
01427322	REGENTS OF UC UCLA CHILDRENS DENTAL CLINIC, 10833 LE CONTE AVENUE, 20-137, LOS	(310) 825-5619	

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Sub-Class #	Description
988 - 36	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
01427323	REGENTS OF UC UCLA MEDICAL CTR-PERINTAL UNIT, BOX 951701 14176 CHS, LOS ANGELES, CA, 90095	(213) 825-1542	
01427324	REGENTS OF UC UCLA TIES FOR FAMILIES, 1000 VETERAN AVENUE, LOS ANGELES, CA, 90095-7142	(310) 794-2460	
01427325	REGENTS OF UC C/O UCLA EMERGENCY MEDICINE, 924 WESTWOOD BLVD SUITE 300, LOS ANGELES, CA, 90024-1777	() -	
01427326	REGENTS OF UC DEPT OF INFOMATION STUDIES-UCLA GSEIS, BOX 951520, LOS ANGELES, CA, 90095	(310) 206-2962	
01427327	REGENTS OF UC DEPARTMENT K, PO BOX 24901, LOS ANGELES, CA, 90024-0901	(310) 206-2962	
01427328	REGENTS OF UC HUMANITIES SCIENCE & SOCIAL, 10995 LE CONTE AVENUE ROOM 731, LOS ANGELES, CA, 90024	() -	
01427329	REGENTS OF UC UCLA IMMUNOGENETICS CENTER, 1000 VETERAN AVE., ROOM 1-520, LOS ANGELES, CA, 90095-1652	(310) 794-4448	
01427330	REGENTS OF UC UCLA-DIV OF EMERGENCY MEDICINE, BOX 951778, LOS ANGELES, CA, 90095-1778	(310) 625-4350	
01427331	REGENTS OF UC 110 WESTWOOD PLAZA D304A, , LOS ANGELES, CA, 90095-1481	(310) 825-1879	
01427332	REGENTS OF UC UCLA PROSTHO/MAX FAC, 10833 LE CONTE AVE A0-156B CHS, LOS ANGELES, CA, 90095	(310) 206-8775	
01427333	REGENTS OF UC CA CTR FOR COMMUNITY SCHOOL PARTNERSHIP, 2020 ACADEMIC SURGE BLGD, DAVIS, CA, 95616-8729	(530) 754-6343	
01427334	REGENTS OF UC UCLA TRAVEL STUDY PROGRAM, 1332 MURPHY HALL BOX 951418, LOS ANGELES, CA, 90095-1418	() -	

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Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
01427335	REGENTS OF UC UCLA MEDICAL CENTER, 10833 LE CONTE AVENUE, LOS ANGELES, CA, 90095-1730	(310) 825-5041	
01427336	REGENTS OF UC UCLA EDUCATION AND RESEARCH CTR, 650 CHARLES YOUNG DR CHS56-071, LOS ANGELES, CA, 90095	(310) 206-2304	
01427337	REGENTS OF UC UCLA LABOR CENTER, 675 SOUTH PARK VIEW STREET 1ST FLOOR, LOS ANGELES, CA, 90057-3306	(213) 480-4155	
01427338	REGENTS OF UC UCLA ORTHODONTIC CLINIC, PO BOX 951668, CHS 20-140, LOS ANGELES, CA, 90095-1668	(310) 825-4705	
01427339	REGENTS OF UC UCLA EXTENSION PUBLIC POLICY DEPT., 10995 LE CONTE AVENUE ROOM 613, LOS ANGELES, CA, 90024	(310) 825-1545	
01427340	REGENTS OF UC HOUSING ACCTS RECEIVABLE OFFICE, 360 DE NEVE DRIVE, BOX 951383, LOS ANGELES, CA, 90095	() -	
01427341	REGENTS OF UC UCLA CENTER FOR HEALTH POLICY RESEARCH, 10960 WILSHIRE BOULEVARD, SUITE 1550, LOS ANGELES, CA, 90024	(310) 794-0909	
01427342	REGENTS OF UC CASHIER OFFICE, UC DAVIS, PO BOX 989062, WEST SACRAMENTO, CA, 95798-9062	(530) 757-8529	
01427343	REGENTS OF UC UC DAVIS CENTER FOR HUMAN SERVICES, 1632 DAVINCI COURT, DAVIS, CA, 95616	(530) 757-8643	
01427344	REGENTS OF UC LIBRARY BUSINESS SERVICES PAYMENT PROC UNIT, BOX 951575, LOS ANGELES, CA, 90095-1575	(310) 825-4055	
01427345	REGENTS OF UC DEPARTMENT OF MEDICINE, 11301 WILSHIRE BLVD ROOM 3206, LOS ANGELES, CA, 90073	(310) 268-3034	
01427346	REGENTS OF UC UCLA FOUNDATION, 3250 PUBLIC AFFAIRS BUILDING, LOS ANGELES, CA, 90095-1656	(310) 206-7571	

Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
01427347	REGENTS OF UC UCLA FAMILY MED/P.DOWLINGMD, 10833 LE CONTE AV 50-074 CHS, LOS ANGELES, CA, 90095-1683	(310) 825-4824	
01427348	REGENTS OF UC UCLA OFFICE OF CONTRACT & GRANT ADMIN, 11000 KINROSS AVE., SUITE 102, LOS ANGELES, CA, 90095-1406	(310) 794-0619 Ext:243	
01427349	REGENTS OF UC UCLA PEDIATRIC DENTISTRY, PO BOX 951668 CHS 20-137, LOS ANGELES, CA, 90095	(310) 825-8755	
01427350	REGENTS OF UC HOUSING OFFICE, 3200 S. SAWTELLE BLVD, LOS ANGELES, CA, 90066	(310) 398-4692	
01427351	REGENTS OF UC RONALD REAGAN UCLA MEDICAL CENTER, 757 WESTWOOD PLAZA SUITE B790A, LOS ANGELES, CA, 90095	(310) 267-7529	
01427352	REGENTS OF UC 1111 FRANKLIN STREET 11TH FLOOR, , OAKLAND, CA, 94607	(510) 987-9071	
01427353	REGENTS OF UC 10833 LECONTE AVE., ROOM 72-125 CHS CHS, LOS ANGELES, CA, 90095-1749	(310) 206-6131	
01427354	REGENTS OF UC UCLA POLICE DEPARTMENT, 11000 KINROSS AVE SUITE 104, LOS ANGELES, CA, 90024	(310) 206-8883	
01427355	REGENTS OF UC UCLA INSTITUTE OF ENVIRONMENT, 619 CHARLES E YOUNG LA KRETZ HALL STE 300, LOS ANGELES, CA, 90095-1496	(310) 825-5008	
01427356	REGENTS OF UC UCLA STUDENT ACCOUNTS, 1121 MURPHY HALL, LOS ANGELES, CA, 90095	(626) 229-3634	
01427357	REGENTS OF UC SCHOOL OF PUBLIC AFFAIRS, 337 CHARLES E YOUNG DR. EAST, LOS ANGELES, CA, 90095-4656	(310) 794-5152	
01427358	REGENTS OF UC	(310) 825-1479	

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988 - 36	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
01427359	REGENTS OF UC UCLA INTEGRATED SUBSTANCE ABUSE PROGRAMS, 1640 S. SEPULVEDA #200, LOS ANGELES, CA, 90025	(310) 267-5398	
01427360	REGENTS OF UC 10920 WILSHIRE BOULEVARD, SUITE 300, , LOS ANGELES, CA, 90024-6502	(310) 794-3718	
01427361	REGENTS OF UC UCLA REMITTANCE CNTR BOX 951432, 1125 MURPHY HALL 405 HILGARD AVENUE, LOS ANGELES, CA, 90095-9000	(310) 206-3216	
01427362	REGENTS OF UC 10945 LE CONTE AVENUE, SUITE 3119, , LOS ANGELES, CA, 90095-6980	(310) 267-2579	
01427363	REGENTS OF UC UCLA POLICE DEPARTMENT, 601 WESTWOOD PLAZA, LOS ANGELES, CA, 90095	(310) 825-1632	
01427364	REGENTS OF UC UCLA CENTRAL TICKET OFFICE, P.O. BOX 24607, LOS ANGELES, CA, 90024-0607	(310) 206-4497	
01427365	REGENTS OF UC CARDIOLOGY, 10833 LE CONTE AVE 17-178 CHS / MC 690418, LOS ANGELES, CA, 90095	(310) 794-1844	
01427366	REGENTS OF UC RONALD REAGAN UCLA MEDICAL CENTER, 10920 WILSHIRE BLVD STE 1700, LOS ANGELES, CA, 90024-6502	(310) 794-8401	
01427367	REGENTS OF UC LOS ANGELES SCHOOL OF PUBLIC HEALTH, 650 CHARLEES YOUNG DRIVE, LOS ANGELES, CA, 90095-6900	(310) 794-0622	
01427368	REGENTS OF UC DEPT OF ORTHOPAEDIC SURGERY, 10833 LECONTE AVE 76-119 CHS, LOS ANGELES, CA, 90095-6902	(310) 825-5680	
01427369	REGENTS OF UC UCLA FACILITIES MANAGEMENT, 731 CHARLES E. YOUNG DRIVE SOUTH, SUITE 3102, LOS ANGELES, CA, 90095-1526	(310) 206-6647	
01427370	REGENTS OF UC INTEGRATED SUBSTANCE HOUSE, 11075 SANTA MONICA BLVD STE 100, LOS	(310) 267-5397	

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Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
<a href="#">01427371</a>	REGENTS OF UC UC REGENTS - UCLA CAREER PLAZA, 501 WESTWOOD PLAZA - BOX 951573, LOS ANGELES, CA, 90095-1573	(310) 206-1901	
<a href="#">01427372</a>	REGENTS OF UC UCLA VENICE DENTAL CENTER, , VENICE, CA, 90291-2843	(310) 825-9805	
<a href="#">14195401</a>	RICHAN LANDSCAPE & MAINTENANCE 23870 PINE STREET, , NEWHALL, CA, 91321	(661) 255-3119	
<a href="#">11897501</a>	RMT GOLF & SPORT 26517 CALLE LORENZO, , SAN JUAN CAPO, CA, 92675-1672	(949) 218-7674	
<a href="#">14710201</a>	ROCK BOTTOM, INC. 2724 LANDCO DRIVE, , BAKERSFIELD, CA, 93308	(661) 859-1700	
<a href="#">14319401</a>	ROLEY ASSOCIATES, INC. 1405 BARNHART LANE, , NORCO, CA, 92860	(951) 279-6096	
<a href="#">11104401</a>	RONS HAULING & CLEANUP SERVS PO BOX 2387, , NORTH HILLS, CA, 91393	(818) 893-6360	
<a href="#">10042601</a>	S.C. YAMAMOTO, INC. 2031 EMERY AVENUE, , LA HABRA, CA, 90631	(714) 992-5783	
<a href="#">14286501</a>	SAFETY ZONE WEED AND BRUSH CONTROL, 23843 BESSEMER STREET, WOODLAND HILLS, CA, 91367	(818) 322-4646 Ext:2	
<a href="#">14821701</a>	SALINAS LANDSCAPING AND TREE PRESERVATION, INC., 2001 PREUSS ROAD, LOS ANGELES, CA, 90034-1205	(310) 204-1730	
<a href="#">51299701</a>	SEPCO EARTHSCAPE INC 120 WEST 127TH STREET, , LOS ANGELES, CA, 90061	(323) 242-0700	<a href="#">View</a>
<a href="#">51134101</a>	SIAPIN HORTICULTURE	(562) 801-9722	

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Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
10296101	SIERRA WEST LANDSCAPE CO. PO BOX 787, , POMONA, CA, 91769-0787	(909) 464-8024	
13992901	SIGNATURE CONSULTING 8255 JOHNSON LANE, , GRANITE BAY, CA, 95746	(916) 797-4020	
12722801	SIMON'S POWER EQUIPMENT, INC. 12117 VANOWEN ST., , NORTH HOLLYWOOD, CA, 91605-5652	(818) 982-6131	
14152501	SOUTHERN CALIFORNIA TREE & LANSOUTHERN CALIFORNIA GARDEN SOUTHERN CALIFORNIA GARDEN, PO BOX 3395, TORRANCE, CA, 90510	(310) 326-9994	
12858601	SPRAGUE CONSULTANTS, INC. 30251 GOLDEN LANTERN, SUITE E##90, , LAGUNA NIGUEL, CA, 92677-5993	(949) 903-0793	
12432101	STAY-GREEN, INC. 26415 SUMMIT CIRCLE, , SANTA CLARITA, CA, 91350	(661) 291-2800 Ext:302	
50455701	STEVENS TREE EXPERTS 2570 E. WALNUT ST., STE. A, , PASADENA, CA, 91107-3722	(626) 794-6911	
15027701	SUMAK, INC. P.O. BOX 1534, , AGOURA HILLS, CA, 91376	(818) 388-4621	
14144701	SWAYZER'S INC. 1663 E. DEL AMO, , CARSON, CA, 90746	(323) 979-7223	
51890301	SYSTEMS MANAGEMENT, INC. 1635 N. LAKE AVE., , PASADENA, CA, 91104-2321	(626) 791-1388	
15088201	T.G. DESIGNSCAPES 594 CEDAR CREST AVE, , CLAREMONT, CA, 91711	(909) 367-3497	
15390501	TANIA GYBELSEENVIRONMENTAL CONCEPT	(818) 787-7329	

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Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
<a href="#">15184001</a>	TERRONES CONTRACTING 511 S FIRST STE 304, , ARCADIA, CA, 91006	(626) 254-0200	
<a href="#">10946701</a>	THE CHRYSALIS CENTER 1853 LINCOLN BLVD, , SANTA MONICA, CA, 90404	(310) 401-9382	
<a href="#">10946702</a>	THE CHRYSALIS CENTER 522 S. MAIN ST., , LOS ANGELES, CA, 90013	(213) 806-6368	
<a href="#">13952501</a>	THE ORIGINAL MOWBRAYS PO BOX 3892, 171 S. WATERMAN AVE, SAN BERNARDINO, CA, 92413	(909) 915-5762	
<a href="#">14282001</a>	THE PAR 3 GROUP 101 ATLANTIC AVE., STE. 104, LONG BEACH, CA, 90802	(562) 537-7528	
<a href="#">12928301</a>	TORIBIO'S LANDSCAPE 1638 SUNFLOWER AVE, , GLENDORA, CA, 91740	(626) 230-4532	
<a href="#">15950301</a>	TRANSFORMED CONSTRUCTION INC 14301 VENTURA BLVD, , SHERMAN OAKS, CA, 91423	(818) 441-4632	
<a href="#">14689801</a>	TREE PRESERVATION COMPANY 430 N. CHESTER AVE., STE. 106, , PASADENA, CA, 91106	(626) 628-5224	
<a href="#">13312601</a>	TREE PRESERVATION, INC. 9722 MARCUS AVE, , TUJUNGA, CA, 91042	(818) 353-8733	
<a href="#">13848501</a>	TRI VALLEY LANDSCAPE 7 DUESENBERG DRIVE, , WESTLAKE VILLAGE, CA, 91362	(805) 494-7160	
<a href="#">11263101</a>	TROPICAL CREATIONS, INC. 14560 CALVERT STREET, , VAN NUYS, CA, 91411	(818) 782-0005 Ext:202	<a href="#">View</a>
<a href="#">52607901</a>	TRUGREEN LANDCARE	(310) 354-1520	

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Sub-Class #	Description
988 - 36	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
52607902	TRUGREEN LANDCARE 1367 W. 9TH ST., , UPLAND, CA, 91786-5712	(626) 357-2481	
52607903	TRUGREEN LANDCARE 7755 DEERING AVE., , CANOGA PARK, CA, 91304-5653	(818) 346-7552 Ext:222	
52607904	TRUGREEN LANDCARE 1150 W. TRENTON AVENUE, , ORANGE, CA, 92867	(714) 628-1010	
52607905	TRUGREEN LANDCARE MIRAMAR WHOLESALE NURSERIES, 5400 GOVERNOR DRIVE, SAN DIEGO, CA, 92122-2851	(858) 552-0658 Ext:115	
52607906	TRUGREEN LANDCARE DEPT 34680, PO BOX 39000, SAN FRANCISCO, CA, 94139	(310) 719-1008	
52887901	UNITED PACIFIC SERVICES 120 E. LA HABRA BLVD., STE 107, , LA HABRA, CA, 90631-2310	(562) 691-4600 Ext:225	
52887902	UNITED PACIFIC SERVICES 120 EAST LA HABRA BOULEVARD, SUITE 107, LA HABRA, CA, 90631-2310	(562) 691-4600	
13811401	UNIVERSO CLEANING INC. 111 S. GARFIELD BLVD., STE 101-A, , MONTEBELLO, CA, 90640	(323) 574-0089	
13133801	VALLEY LIGHT INDUSTRIES INC 5358 IRWINDALE AVE, UNIT B, BALDWIN PARK, CA, 91706	(626) 337-6200	
16144801	VENCO WESTERN 2400 EASTMAN AVE., , OXNARD, CA, 93030	(805) 431-7194	
15012201	VERONICA MEJIA 1240 E ONTARIO AVE #102, , CORONA, CA, 92881	(951) 278-3801	
52439101	VILLA ESPERANZA SERVICES 2116 E. VILLA ST., , PASADENA, CA, 91107-2435	(805) 446- 1939	

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Sub-Class #	Description
9 8 8 - 3 6	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT (NOT TREE) TRIMMING, ETC.

Vendor ID	Company Name	Phone	LSBE Certified
<a href="#">16497901</a>	WALTON FACILITIES MANAGEMENT 6860 CANBY AVENUE, #102, RESEDA, CA, 91335	(310) 295-2067	
<a href="#">10894101</a>	WD ENTERPRISE, INC PO BOX 8804, , WICHITA, KS, 67208-0804	(316) 686-0069	
<a href="#">16091601</a>	WE SERVICE AMERICA, INC. 10311 S. LA CIENEGA BLVD., , LOS ANGELES, CA, 90045	(310) 743-3000 Ext:293	
<a href="#">16082601</a>	WIEDMANN BROS. DISTRIBUTING CO., LLC 3940 LAUREL CANYON BLVD., STE. 1457, STUDIO CITY, CA, 91604	(623) 934-8973 Ext:10	
<a href="#">16024901</a>	WILLOWBROOK LANDSCAPE INC. 14930 FARMINGTON ST., , HESPERIA, CA, 92345	(760) 713-5686	
<a href="#">05696501</a>	WOODS MAINTENANCE SERVICES INC HYDRO PRESSURE SYST & GRAFFITI CONTROL SYST, 7260 ATOLL AVE, NORTH HOLLYWOOD, CA, 91605-4104	(818) 503-8240 Ext:105	<a href="#">View</a>
<a href="#">05696502</a>	WOODS MAINTENANCE SERVICES INC HYDRO PRESSURE SYST & GRAFFITI CONTROL SYST, 7260 ATOLL AVENUE, NORTH HOLLYWOOD, CA, 91605-4104	(818) 764-2515	
<a href="#">50314701</a>	WURZEL LANDSCAPE 3214 OAKDELL RD., , STUDIO CITY, CA, 91604-4221	(818) 762-8653	<a href="#">View</a>
<a href="#">14807101</a>	Z&T VENTURES, INC.	(909) 702-1045	

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Company	Vendor Number	CBE Number	Contact Name	Phone	Cert. Start Date	Cert. Expire Date
Accent Landscape Inc.	11464601	71012	Larie Izumo	310-324-1706	6/5/2009	6/5/2013
Azteca Landscape	04916501	17151	Aurora Farias	909-673-0889	12/15/2011	1/20/2014
Blackstone Consulting, Inc.	14905301	12097	Ronald Blackstone	310-826-4389	1/28/2011	1/28/2013
FS Construction	12193101	84074	Angel Fierros	818-838-6040	9/28/2011	6/18/2013
International Environmental Corporation	05559601	12343	Henry Cespedes	818-892-9341	7/22/2010	7/22/2012
Mariposa Horticultural Enterprises, Inc.	50312901	43914	Terry Noriega	626-960-0196	9/13/2010	10/27/2012
Pan American Landscaping, Inc.	11090301	83318	Gustavo Occhiuzzo	818-535-9391	5/25/2011	6/16/2013
Pestmaster Services of Palm Springs		83788	Noris Conrad	951-662-5996	6/28/2010	6/28/2012
Poiema Landscape, Inc.	14499401	84053	Lourdes Salcedo	909-222-4049	2/24/2011	2/24/2013
The Jungle Nursery, Inc.		84270	Carlos Saez	310-235-2875	10/13/2010	10/13/2012
Wildscape Restoration, Inc.	14434301	84631	Noreen Morano	805-644-6852	1/21/2011	1/21/2013
Anil Verma Associates, Inc.	06323501	12790	Anil Verma	213-624-6908	12/5/2011	12/16/2013
FS Construction	12193101	84074	Angel Fierros	818-838-6040	9/28/2011	6/18/2013
Gallo's Nursery	12596101	78771	Ramon Gallo	626-279-2540	6/5/2009	6/5/2013
La Loma Development Company	15678001	84616	Marco Barrantes	626-421-6185	1/21/2011	1/21/2013
Mariposa Horticultural Enterprises, Inc.	50312901	43914	Terry Noriega	626-960-0196	9/13/2010	10/27/2012
MLA Green, Inc.	11799701	83964	Holly Kuwayama	213-384-3844	1/21/2011	1/21/2013
MTGL Inc.	51264201	50206	Marianne Sierra	949-643-2999	8/30/2011	8/21/2013
Pan American Landscaping, Inc.	11090301	83318	Gustavo Occhiuzzo	818-535-9391	5/25/2011	6/16/2013
Poiema Landscape, Inc.	14499401	84053	Lourdes Salcedo	909-222-4049	2/24/2011	2/24/2013
RAW International, Inc.	05981701	12561	Steven Lott	213-622-4993	10/3/2011	11/29/2013
Romejan	15843101	84718	Alejandro Romero	323-212-7722	6/2/2011	6/2/2013
Takahashi Associates	50766001	29334	Hiroshi Takahashi	562-691-4849	9/28/2011	8/26/2013
Tatsumi and Partners, Inc.	51605201	29339	David Tatsumi	949-453-9901	12/5/2011	12/5/2013
The Jungle Nursery, Inc.		84270	Carlos Saez	310-235-2875	10/13/2010	10/13/2012
Wildscape Restoration, Inc.	14434301	84631	Noreen Morano	805-644-6852	1/21/2011	1/21/2013
Azteca Landscape	04916501	17151	Aurora Farias	909-673-0889	12/15/2011	1/20/2014
California Western Arborists, Inc.	52074001	17243	Lee Duncan	562-988-9343	10/26/2011	10/26/2013
International Environmental Corporation	05559601	12343	Henry Cespedes	818-892-9341	7/22/2010	7/22/2012
Mariposa Horticultural Enterprises, Inc.	50312901	43914	Terry Noriega	626-960-0196	9/13/2010	10/27/2012
Pan American Landscaping, Inc.	11090301	83318	Gustavo Occhiuzzo	818-535-9391	5/25/2011	6/16/2013
Wildscape Restoration, Inc.	14434301	84631	Noreen Morano	805-644-6852	1/21/2011	1/21/2013

**COUNTY OF LOS ANGELES PUBLIC LIBRARY  
LANDSCAPE AND GROUNDS MAINTENANCE - AREAS 3, 4, AND 5**

**COMMUNITY BUSINESS ENTERPRISE (CBE) INFORMATION SUMMARY**

<b>Contractor</b>	<b>Sepco Earthscape, Inc.</b>			
<b>Total Number of Employees in Firm</b>	33			
<b>Owners/Partner/Assoc. Partners</b>				
Black/African American				
Hispanic/Latino				
Asian or Pacific Islander				
American Indian				
Filipino				
White	2			
<b>Total</b>	2			
Women (should be included in counts above and also reported here separately).	1			
<b>Managers</b>				
Black/African American				
Hispanic/Latino	1			
Asian or Pacific Islander				
American Indian				
Filipino				
White	0			
<b>Total</b>	1			
Women (should be included in counts above and also reported here separately).	0			
<b>Staff</b>				
Black/African American				
Hispanic/Latino	32			
Asian or Pacific Islander				
American Indian				
Filipino				
White				
<b>Total</b>	32			
Women (should be included in counts above and also reported here separately).	0			
<b>Percentage of Ownership</b>				
Black/African American				
Hispanic/Latino				
Asian or Pacific Islander				
American Indian				
Filipino				
White	100%			
<b>Total</b>	100%			
Women (should be included in counts above and also reported here separately).	50%			
<b>Current Certification as Minority/Women-Owned Firm</b>				
State of California	*			
City of Los Angeles	*			
Federal Government	*			
County of Los Angeles	*			

\*Did not provide information on CBE form.

Figures are based on information received from bidders on their proposals. Therefore, some columns may not add to the correct totals.

**COUNTY OF LOS ANGELES PUBLIC LIBRARY  
PROPOSITION A CONTRACT  
EMPLOYEE WAGES & BENEFITS**

**LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREAS 3, 4, AND 5**

The proposed contract would reduce the County's cost to provide landscape and grounds maintenance services by an estimated **\$101,092 (39%)** based on Auditor-Controller guidelines for cost comparison. Additional information on contractor employees' wages and benefits is provided below.

**COMPARISON OF WAGES**

<b><u>Position</u></b>	<b><u>County</u></b>	<b><u>Contractor</u></b>
Laborer	\$20.75 per hour	\$11.84 per hour

**CONTRACTOR EMPLOYEE BENEFITS**

**Benefit**

Health Insurance	No
Retirement Plan	No
Dental Plan	No
Holidays	10 paid days per year
Sick Leave	None
Vacation	5 paid days per year, after 3 years -10 paid days per year
Life Insurance	No
Other	None

**Contractor Health Plan Information**

None



**CONTRACT**

**BY AND BETWEEN**

**COUNTY OF LOS ANGELES**

**AND**

**SEPCO EARTHSCAPE, INC.**

**FOR**

**LANDSCAPE AND GROUNDS MAINTENANCE SERVICES**

**AREA 3, AREA 4, AND AREA 5**

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**CONTRACT PROVISIONS  
LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREAS 3, 4, AND 5**

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**CONTRACT BETWEEN  
COUNTY OF LOS ANGELES  
AND  
SEPCO EARTHSCAPE, INC.  
FOR  
LANDSCAPE AND GROUNDS MAINTENANCE SERVICES  
AREA 3, AREA 4, AND AREA 5**

This Contract and Exhibits made and entered into this 12<sup>th</sup> day of February, 2013 by and between the County of Los Angeles, hereinafter referred to as County and Sepco Earthscape, Inc., hereinafter referred to as Contractor. Sepco Earthscape, Inc. is located at 120 W. 127<sup>th</sup> Street, Los Angeles, CA 90061.

**RECITALS**

WHEREAS, the County may contract with private businesses for Landscape and Grounds Maintenance Services when certain requirements are met; and

WHEREAS, the Contractor is a private firm specializing in providing Landscape and Grounds Maintenance Services; and

WHEREAS, the County has determined that it is legal, feasible, and cost-effective to contract Landscape and Grounds Maintenance Services; and

WHEREAS, this Contract is therefore authorized under Section 44.7 of the Los Angeles County Charter and Los Angeles County Codes Section 2.121.250; and

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for good and valuable consideration, the parties agree to the following:

**1.0 APPLICABLE DOCUMENTS**

Exhibits A, B, C, D, E, F, G, H, I, J, K, L, M and N are attached to and form a part of this Contract. In the event of any conflict or inconsistency in the definition or interpretation of any word, responsibility, schedule, or the contents or description of any task, deliverable, goods, service, or other work, or otherwise between the base Contract and the Exhibits, or between Exhibits, such conflict or inconsistency shall be resolved by giving precedence first to the Contract and then to the Exhibits according to the following priority.

**Standard Exhibits:**

- 1.1 EXHIBIT A – Statement of Work
- 1.2 EXHIBIT B – Pricing Schedule
- 1.3 EXHIBIT C – Contractor's Proposed Schedule

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- 1.4 EXHIBIT D – Contractor’s EEO Certification
- 1.5 EXHIBIT E – County’s Administration
- 1.6 EXHIBIT F – Contractor’s Administration
- 1.7 EXHIBIT G – Contractor Acknowledgement and Confidentiality Agreement
- 1.8 EXHIBIT H – Jury Service Ordinance
- 1.9 EXHIBIT I – Safely Surrendered Baby Law

**Unique Exhibits:**

**Prop A – Living Wage Program**

- 1.10 EXHIBIT J – Living Wage Ordinance
- 1.11 EXHIBIT K – Monthly Certification for Applicable Health Benefit Payments
- 1.12 EXHIBIT L – Payroll Statement of Compliance

**Defaulted Property Tax Reduction Program**

- 1.13 EXHIBIT M – Defaulted Property Tax Reduction Program

**Facilities Maintenance Cost**

- 1.14 EXHIBIT N – Facilities Maintenance Cost

This Contract and the Exhibits hereto constitute the complete and exclusive statement of understanding between the parties, and supersedes all previous Contracts, written and oral, and all communications between the parties relating to the subject matter of this Contract. No change to this Contract shall be valid unless prepared pursuant to Sub-section 8.1 – Amendments and signed by both parties.

**2.0 DEFINITIONS**

The headings herein contained are for convenience and reference only and are not intended to define the scope of any provision thereof. The following words as used herein shall be construed to have the following meaning, unless otherwise apparent from the context in which they are used.

- 2.1 Contract:** Agreement executed between the County and the Contractor. It sets forth the terms and conditions for the issuance and performance of Exhibit A, Statement of Work.
- 2.2 Contractor:** The sole proprietor, partnership, or corporation that has entered into a Contract with the County to perform or execute the work covered by the Statement of Work.
- 2.3 Contractor Project Manager:** The individual designated by the Contractor to administer the Contract operations after the Contract award.
- 2.4 County:** County of Los Angeles.

- 2.5 County Contract Project Director:** The individual designated by the County with authority for the County on contractual or administrative matters relating to this Contract that cannot be resolved by the County Contract Project Manager.
- 2.6 County Contract Project Manager:** The individual designated by the County Contract Project Director to manage the operations under this Contract. He/She is responsible for inspections of any and all tasks, deliverables, goods, services and other work provided by the Contractor.
- 2.7 County Contract Project Monitor:** The individual designated to oversee the day to day activities of this Contract.
- 2.8 County Librarian:** Head of the County of Los Angeles Public Library.
- 2.9 Day(s):** Business day(s) unless otherwise specified.
- 2.10 Fiscal Year:** The twelve (12) month period beginning July 1st and ending the following June 30th.
- 2.11 Library:** County of Los Angeles Public Library.
- 2.12 Library Facility(ies):** Library Location.
- 2.13 Unanticipated Work:** Additional work performed under the contract when the need arises out of extraordinary incidents such as vandalism, acts of God, and third party negligence; or to add to, modify, or refurbish existing library facilities. This work requires the County's approval prior to commencement.

### **3.0 WORK**

- 3.1** Pursuant to the provisions of this Contract, the Contractor shall fully perform, complete and deliver on time, all tasks, deliverables, goods, services and other work as set forth in herein.
- 3.2** If the Contractor provides any tasks, deliverables, goods, services, or other work, other than as specified in this Contract, the same shall be deemed to be a gratuitous effort on the part of the Contractor, and the Contractor shall have no claim whatsoever against the County.

### **4.0 TERM OF CONTRACT**

- 4.1** The term of this Contract shall be **Four (4)** years commencing after execution by the County's Board of Supervisors (Board) or March 1, 2013, whichever is later, unless sooner terminated or extended, in whole or in part, as provided in this Contract.
- 4.2** The County shall have the sole option to extend this Contract term for up to **one (1)** additional one-year period and **six (6)** month-to-month

extensions, for a maximum total Contract term of **five (5) years and six (6) months**. Each such option and extension shall be exercised at the sole discretion of the County Librarian, or his/her designee, as authorized by the Board.

The County maintains databases that track/monitor contractor performance history. Information entered into such databases may be used for a variety of purposes, including determining whether the County will exercise a contract term extension option.

- 4.3** The Contractor shall notify the Library when this Contract is within nine (9) months from the expiration of the term as provided for hereinabove. Upon occurrence of this event, the Contractor shall send written notification to the County Contract Project Manager at the address herein provided in Exhibit E – County’s Administration. The Contractor, in said notification, shall make the County aware of its intent to exercise the option year.

## **5.0 CONTRACT SUM**

- 5.1** The maximum contract sum under the terms of this Contract shall be the total monetary amount payable by the County to the Contractor for provision of the Services specified herein in accordance with Exhibit B - Pricing Schedule, and Exhibit C - Contractor’s Proposed Schedule, and shall not exceed One Hundred Eighty-Nine Thousand Five Hundred Seventy Nine dollars and Zero cents (**\$189,579.00**) for each year of this Contract, except as set forth in Sub-section 8.1 – Amendments.

5.1.1 The Public Library’s maximum contract sum is comprised of the Contractor’s annual fee of One Hundred Fifty-Five Thousand Three Hundred Forty dollars and Zero cents (**\$155,340.00**), as described in Sub-section 5.2 below, and an annual estimate for unanticipated work of Thirty-One Thousand Sixty-Eight dollars and Zero cents (**\$31,068.00**) for as-needed landscape and grounds maintenance services as authorized in Section 9.0, Unanticipated Work, of the Statement of Work.

5.1.2 The Los Nietos Community and Senior Center’s maximum contract sum is Three Thousand One Hundred Seventy-One dollars and Zero cents (**\$3,171.00**) as described in Sub-section 5.3 below.

- 5.2** The Contractor will be paid by the Public Library the monthly Contract fee of Twelve Thousand Nine Hundred Forty-Five dollars and Zero cents (**\$12,945.00**), and shall not exceed One Hundred Fifty-Five Thousand Three Hundred Forty dollars and Zero cents (**\$155,340.00**) for each year of this Contract.

- 5.3** The Contractor will be paid by the Department of Community and Senior Services the monthly Contract fee of Two Hundred Sixty-Four dollars and Twenty-Five cents (**\$264.25**), and shall not exceed Three Thousand One

Hundred Seventy-One dollars and Zero cents (**\$3,171.00**) for each year of this Contract.

- 5.4 The use of the maximum contract sum for any unanticipated work is not guaranteed by the County, and is contingent upon the County's adopted budget and needs.
- 5.5 The Contractor shall not be entitled to payment or reimbursement for any tasks or services performed, nor for any incidental or administrative expenses whatsoever incurred in or incidental to performance hereunder, except as specified herein. Assumption or takeover of any of the Contractor's duties, responsibilities, or obligations, or performance of same by any entity other than the Contractor, whether through assignment, subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever, shall occur only with the County's express prior written approval.
- 5.6 The Contractor shall maintain a system of record keeping that will allow the Contractor to determine when it has incurred seventy-five percent (75%) of the total Contract authorization under this Contract. Upon occurrence of this event, the Contractor shall send written notification to the County Contract Project Manager at the address herein provided in Exhibit E – County's Administration.

## **5.7 INVOICES AND PAYMENTS**

- 5.7.1 The Contractor shall invoice the County only for providing the tasks, deliverables, goods, services, and other work specified in Exhibit A – Statement of Work and elsewhere hereunder. The Contractor shall prepare invoices, which shall include the charges owed to the Contractor by the County under the terms of this Contract. The Contractor's payments shall be as provided in Exhibit B – Pricing Schedule and Exhibit C – Contractor's Proposed Schedule, and the Contractor shall be paid only for the tasks, deliverables, goods, services, and other work approved in writing by the County. If the County does not approve work in writing no payment shall be due to the Contractor for that work.
- 5.7.2 The Contractor's invoices shall be priced in accordance with Exhibit B – Pricing Schedule, Exhibit C – Contractor's Proposed Schedule, and Exhibit N – Facilities Maintenance Cost.
- 5.7.3 The Contractor's invoices shall contain the contract number, contract description (example: Landscape – Area 3), services provided (example: Extra Service, Monthly Service Fee), facility serviced (list) with corresponding cost in accordance to subparagraph 5.7.2 above, and/or approved quote for extra service.
- 5.7.4 In addition to invoices for the monthly contract fee, the County agrees to compensate the Contractor for unanticipated work

which has been approved by the County Contract Project Director or his/her designee. The County shall pay the Contractor for these services at the rates set forth in Contractor's proposal referenced herein above or in accordance with the Statement of Work, Section 9.0 – Unanticipated Work.

- 5.7.5 The Contractor shall submit the monthly invoices to the County by the 15<sup>th</sup> calendar day of the month following the month of service.

**Prop A – Living Wage Program:**

**No invoice will be approved for payment unless the following is received:**

1. Exhibit K – Monthly Certification for Applicable Health Benefit Payments (if applicable)
2. Exhibit L – Payroll Statement of Compliance

- 5.7.6 The Contractor shall submit invoices to the County Contract Project Monitor at the physical or electronic address herein provided in Exhibit E – County's Administration.

**5.7.7 County Approval of Invoices**

All invoices submitted by the Contractor for payment must have the written approval of the County Contract Project Manager, or designee prior to any payment thereof. In no event shall the County be liable or responsible for any payment prior to such written approval. Approval for payment will not be unreasonably withheld.

No payment for unanticipated work shall be made for Contractor's inadequate and untimely performance of scheduled duties.

- 5.7.8 The County may deduct from payment, amounts assessed which may include but not limited to, liquidated damages, replacement cost of services, cost for damages to County equipment and/or facilities or any other offset in accordance with the terms and conditions of this Contract.

- 5.7.9 The Contractor will be paid approximately forty-five (45) days in arrears, after submission of invoices. Approval of invoices submitted will be subject to auditing requirements of the County.

**5.7.10 Local Small Business Enterprises – Prompt Payment Program (if applicable)**

Certified Local SBEs will receive prompt payment for services they provide to County departments. Prompt payment is defined as fifteen (15) calendar days after receipt of an undisputed invoice.

**5.7.11 No Payment for Services Provided Following Expiration/  
Termination of Contract**

The Contractor shall have no claim against the County for payment of any money or reimbursement, of any kind whatsoever, for any service provided by the Contractor after the expiration or other termination of this Contract. Should the Contractor receive any such payment it shall immediately notify the County and shall immediately repay all such funds to the County. Payment by the County for services rendered after expiration/termination of this Contract shall not constitute a waiver of the County's right to recover such payment from the Contractor. This provision shall survive the expiration or other termination of this Contract.

**6.0 ADMINISTRATION OF CONTRACT – COUNTY**

**COUNTY ADMINISTRATION**

A listing of all County Administration referenced in the following Sub-sections are designated in Exhibit E – County's Administration. The County shall notify the Contractor in writing of any change in the names or addresses shown.

**6.1 COUNTY CONTRACT PROJECT DIRECTOR**

Responsibilities of the County Contract Project Director include:

- ensuring that the objectives of this Contract are met; and
- providing direction to the Contractor in the areas relating to County policy, information requirements, and procedural requirements; and
- approving unanticipated work as provided herein.

**6.2 COUNTY CONTRACT PROJECT MANAGER**

The responsibilities of the County Contract Project Manager include:

- Meeting with the Contractor's Project Manager on a regular basis; and
- Inspecting any and all tasks, deliverables, goods, services, or other work provided by or on behalf of the Contractor.
- Approving emergency repairs as unanticipated work.

The County Contract Project Manager is not authorized to make any changes in any of the terms and conditions of this Contract and is not authorized to further obligate the County in any respect whatsoever.

**6.3 COUNTY CONTRACT PROJECT MONITOR**

The County Contract Project Monitor is responsible for overseeing the day-to-day administration of this Contract. The County Contract Project Monitor reports to the County Contract Project Manager.

## **7.0 ADMINISTRATION OF CONTRACT – CONTRACTOR**

### **CONTRACTOR’S ADMINISTRATION**

A listing of all Contractors’ Administration is designated in Exhibit F – Contractor’s Administration. The Contractor shall notify the County in writing of any change in the names or addresses shown.

### **7.1 CONTRACTOR PROJECT MANAGER**

7.1.1 The Contractor Project Manager is designated in Exhibit F – Contractor’s Administration. The Contractor shall notify the County in writing of any change in the name or address of the Contractor’s Project Manager.

7.1.2 The Contract Project Manager shall be responsible for the Contractor’s day-to-day activities as related to this Contract and shall coordinate with the County Contract Project Manager and the County Contract Project Monitor on a regular basis.

7.1.3 The Contractor’s Project Manager must have a minimum of three (3) years of documented experience in the landscape and grounds maintenance service industry, to include but, not limited to the overseeing of the day-to-day operations in the delivery of services, quality control, and customer relations.

### **7.2 APPROVAL OF CONTRACTOR’S EMPLOYEES**

The County has the absolute right to approve or disapprove all of the Contractor’s employees performing work hereunder and any proposed changes in the Contractor’s employee including, but not limited to, the Contractor’s Project Manager.

The County reserves the right to remove any Contractor employee, for any reason, from performing services under this or any other Contract held by and between Contractor and Public Library, at any time during the term of this Contract.

7.2.1 Contractor employee removed pursuant to this Sub-section shall not relieve the Contractor of its obligation to complete all work in accordance with the terms and conditions of this Contract.

### **7.3 CONTRACTOR’S EMPLOYEE IDENTIFICATION**

The Contractor shall provide, at the Contractor’s expense, a photo identification (ID) badge to all employees providing services under this Contract.

7.3.1 The Contractor is responsible to ensure that employees have obtained an ID badge before they are assigned to work in a County facility. The Contractor’s employees may be asked to leave a County facility by a County representative if they do not have the proper ID badge on their person.

## **7.4 EMPLOYEE CRIMINAL RECORD**

No personnel employed by the Contractor and providing the services herein shall have a criminal conviction record or pending criminal trial for, a felony or misdemeanor offense, unless such record has been disclosed and employment of the employee for this service has been approved in writing by the County.

## **7.5 BACKGROUND AND SECURITY INVESTIGATIONS**

7.5.1 Each of Contractor's employees performing services under this Contract who is in a designated sensitive position, as determined by County in County's sole discretion, shall undergo and pass a background investigation to the satisfaction of County as a condition of beginning and continuing to perform services under this Contract. Such background investigation may include, but shall not be limited to, criminal conviction information obtained through fingerprints submitted to the California Department of Justice. The fees associated with the background investigation shall be at the expense of the Contractor, regardless if the member of Contractor's staff passes or fails the background investigation.

7.5.2 If a member of Contractor's staff does not pass the background investigation, County may request that the member of Contractor's staff be immediately removed from performing services under the Contract at any time during the term of the Contract. County will not provide to Contractor or to Contractor's staff any information obtained through the County's background investigation.

7.5.3 County, in its sole discretion, may immediately deny or terminate facility access to any member of Contractor's staff that does not pass such investigation to the satisfaction of the County or whose background or conduct is incompatible with County facility access.

7.5.4 Disqualification of any member of Contractor's staff pursuant to this Sub-section 7.5 shall not relieve Contractor of its obligation to complete all work in accordance with the terms and conditions of this Contract.

## **7.6 CONFIDENTIALITY**

7.6.1 The Contractor shall maintain the confidentiality of all records and information in accordance with all applicable Federal, State and local laws, rules, regulations, ordinances, directives, guidelines, policies and procedures relating to confidentiality, including, without limitation, County policies concerning information technology security and the protection of confidential records and information.

- 7.6.2 The Contractor shall indemnify, defend, and hold harmless the County, its officers, employees, and agents, from and against any and all claims, demands, damages, liabilities, losses, costs and expenses, including, without limitation, defense costs and legal, accounting and other expert, consulting, or professional fees, arising from, connected with, or related to any failure by the Contractor, its officers, employees, agents, or subcontractors, to comply with this Sub-section 7.6, as determined by the County in its sole judgment. Any legal defense pursuant to the Contractor's indemnification obligations under this Sub-section 7.6 shall be conducted by the Contractor and performed by counsel selected by the Contractor and approved by the County. Notwithstanding the preceding sentence, the County shall have the right to participate in any such defense at its sole cost and expense, except that in the event the Contractor fails to provide the County with a full and adequate defense, as determined by the County in its sole judgment, the County shall be entitled to retain its own counsel, including, without limitation, County Counsel, and reimbursement from the Contractor for all such costs and expenses incurred by the County in doing so. The Contractor shall not have the right to enter into any settlement, agree to any injunction, or make any admission, in each case, on behalf of the County without the County's prior written approval.
- 7.6.3 The Contractor shall inform all of its officers, employees, agents and subcontractors providing services hereunder of the confidentiality provisions of this Contract.
- 7.6.4 The Contractor shall sign and adhere to the provisions of Exhibit G – Contractor Acknowledgment and Confidentiality Agreement.

## **8.0 STANDARD TERMS AND CONDITIONS**

### **8.1 AMENDMENTS**

- 8.1.1 For any change which affects the scope of work, term, Contract Sum, payments, or any term or condition included under this Contract, an Amendment shall be prepared and executed by the Contractor and by the Board, for the exception of which the County Librarian is expressly authorized to increase the contract sum set forth in Section 5.0, Contract Sum, not to exceed twenty percent (20%) of the total annual contractor's fee, originally approved by the Board, for a particular contract year, due to changes to the number or size of facilities or days of services pursuant to Paragraph 8.1.4 and to increase the contract sum to modify the annual estimate for unanticipated work included in the annual maximum contract sum, not to exceed twenty percent (20%) of the annual contractor's fee. Any such changes shall be in writing and

signed by the Contractor and by the County Librarian, or his/her designee.

- 8.1.2 The Board or Chief Executive Officer (CEO) or designee may require the addition and/or change of certain terms and conditions in the Contract during the term of this Contract. The County reserves the right to add and/or change such provisions as required by the Board or the CEO. To implement such changes, an Amendment to the Contract shall be prepared and executed by the Contractor and by the County Librarian, or his/her designee.
- 8.1.3 The County Librarian, or his/her designee or the Board, may at their sole discretion, authorize extensions of time as defined in Section 4.0 - Term of Contract. The Contractor agrees that such extensions of time shall not change any other term or condition of this Contract during the period of such extensions, as approved and authorized by the County in its sole discretion. To implement an extension of time, an Amendment to the Contract shall be prepared and executed by the Contractor and by the County Librarian, or his/her designee or the Board.
- 8.1.4 The County reserves the right to amend the Contract to reflect any changes by an increase or decrease in the number of facilities listed in the Statement of Work, Attachments I, II, III, and IV – Service Location and Specifications; the County will notify the Contractor, in writing, at least ten (10) business days prior to the effective date of the modification. The Contractor shall be compensated for the maintenance of additional library facilities designated after the Contract's commencement date based on the submission of an approved maintenance cost per function estimate. This cost estimate shall not exceed the cost to provide landscape and ground maintenance services for similar sized library facilities being maintained. Payment adjustment shall be made to reflect such modification in services on a pro-rata basis commensurate with the number of library facilities and/or days of service increased or decreased of the affected library facilities. The County will determine the need for modification referenced herein. Note: Exhibit B – Pricing Schedule, in the Contract required that proposals include a flat weekly rate for each facility. The rate specified will be used to adjust the Contract price in the event of an increase or decrease in days of service.

## **8.2 ASSIGNMENT AND DELEGATION**

- 8.2.1 The Contractor shall not assign its rights or delegate its duties under this Contract, or both, whether in whole or in part, without the prior written consent of the County, in its discretion, and any attempted assignment or delegation without such consent shall be null and void. For purposes of this Sub-section, County consent shall require a written amendment to the Contract, which is formally

approved and executed by the parties. Any payments by the County to any approved delegate or assignee on any claim under this Contract shall be deductible, at the County's sole discretion, against the claims, which the Contractor may have against the County.

8.2.2 Shareholders, partners, members, or other equity holders of the Contractor may transfer, sell, exchange, assign, or divest themselves of any interest they may have therein. However, in the event any such sale, transfer, exchange, assignment, or divestment is effected in such a way as to give majority control of the Contractor to any person(s), corporation, partnership, or legal entity other than the majority controlling interest therein at the time of execution of the Contract, such disposition is an assignment requiring the prior written consent of the County in accordance with applicable provisions of this Contract.

8.2.3 Any assumption, assignment, delegation, or takeover of any of the Contractor's duties, responsibilities, obligations, or performance of same by any entity other than the Contractor, whether through assignment, subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever without the County's express prior written approval, shall be a material breach of the Contract which may result in the termination of this Contract. In the event of such termination, the County shall be entitled to pursue the same remedies against the Contractor as it could pursue in the event of default by the Contractor.

### **8.3 AUTHORIZATION WARRANTY**

The Contractor represents and warrants that the person executing this Contract for the Contractor is an authorized agent who has actual authority to bind the Contractor to each and every term, condition, and obligation of this Contract and that all requirements of the Contractor have been fulfilled to provide such actual authority.

### **8.4 BUDGET REDUCTIONS**

In the event that the Board adopts, in any fiscal year, a County Budget which provides for reductions in the salaries and benefits paid to the majority of County employees and imposes similar reductions with respect to County Contracts, the County reserves the right to reduce its payment obligation under this Contract correspondingly for that fiscal year and any subsequent fiscal year during the term of this Contract (including any extensions), and the services to be provided by the Contractor under this Contract shall also be reduced correspondingly. The County's notice to the Contractor regarding said reduction in payment obligation shall be provided within thirty (30) calendar days of the Board's approval of such actions. Except as set forth in the preceding sentence, the Contractor shall continue to provide all of the services set forth in this Contract.

## **8.5 COMPLAINTS**

The Contractor shall develop, maintain and operate procedures for receiving, investigating and responding to complaints.

- 8.5.1 Within ten (10) business days after the Contract's effective date, the Contractor shall provide the County with the Contractor's policy for receiving, investigating and responding to user complaints.
- 8.5.2 The County will review the Contractor's policy and provide the Contractor with approval of said plan or with requested changes.
- 8.5.3 If the County requests changes in the Contractor's policy, the Contractor shall make such changes and resubmit the plan within five (5) business days for County approval.
- 8.5.4 If, at any time, the Contractor wishes to change the Contractor's policy, the Contractor shall submit proposed changes to the County for approval before implementation.
- 8.5.5 The Contractor shall preliminarily investigate all complaints and notify the County Contract Project Manager of the status of the investigation within five (5) business days of receiving the complaint.
- 8.5.6 When complaints cannot be resolved informally, a system of follow-through shall be instituted which adheres to formal plans for specific actions and strict time deadlines.
- 8.5.7 Copies of all written responses shall be sent to the County Contract Project Manager within three (3) business days of mailing to the complainant.

## **8.6 COMPLIANCE WITH APPLICABLE LAW**

- 8.6.1 In the performance of this Contract, the Contractor shall comply with all applicable Federal, State and local laws, rules, regulations, ordinances, directives, guidelines, policies and procedures, and all provisions required thereby to be included in this Contract are hereby incorporated herein by reference.
- 8.6.2 The Contractor shall indemnify, defend, and hold harmless the County, its officers, employees, and agents, from and against any and all claims, demands, damages, liabilities, losses, costs, and expenses, including, without limitation, defense costs and legal, accounting and other expert, consulting or professional fees, arising from, connected with, or related to any failure by the Contractor, its officers, employees, agents, or subcontractors, to comply with any such laws, rules, regulations, ordinances, directives, guidelines, policies, or procedures, as determined by

the County in its sole judgment. Any legal defense pursuant to the Contractor's indemnification obligations under this Sub-section 8.6 shall be conducted by the Contractor and performed by counsel selected by Contractor and approved by the County. Notwithstanding the preceding sentence, the County shall have the right to participate in any such defense at its sole cost and expense, except that in the event the Contractor fails to provide the County with a full and adequate defense, as determined by the County in its sole judgment, the County shall be entitled to retain its own counsel, including, without limitation, County Counsel, and reimbursement from the Contractor for all such costs and expenses incurred by the County in doing so. The Contractor shall not have the right to enter into any settlement, agree to any injunction or other equitable relief, or make any admission, in each case, on behalf of County without County prior written approval.

## **8.7 COMPLIANCE WITH CIVIL RIGHTS LAWS**

The Contractor hereby assures that it will comply with Subchapter VI of the Civil Rights Act of 1964, 42 USC Sections 2000 (e) (1) through 2000 (e) (17), to the end that no person shall, on the grounds of race, creed, color, sex, religion, ancestry, age, condition of physical handicap, marital status, political affiliation, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract. The Contractor shall comply with Exhibit D - Contractor's EEO Certification.

## **8.8 COMPLIANCE WITH THE COUNTY'S JURY SERVICE PROGRAM**

### **8.8.1 Jury Service Program:**

This Contract is subject to the provisions of the County's ordinance entitled Contractor Employee Jury Service ("Jury Service Program") as codified in Sections 2.203.010 through 2.203.090 of the Los Angeles County Code, a copy of which is attached as Exhibit H and incorporated by reference into and made a part of this Contract.

### **8.8.2 Written Employee Jury Service Policy:**

1. Unless the Contractor has demonstrated to the County's satisfaction either that the Contractor is not a "Contractor" as defined under the Jury Service Program (Section 2.203.020 of the County Code) or that the Contractor qualifies for an exception to the Jury Service Program (Section 2.203.070 of the County Code), the Contractor shall have and adhere to a written policy that provides that its Employees shall receive from the Contractor, on an annual basis, no less than five (5) days of regular pay for actual jury service. The policy may provide that Employees deposit any fees received for such

jury service with the Contractor or that the Contractor deduct from the Employee's regular pay the fees received for jury service.

2. For purposes of this sub-paragraph, "Contractor" means a person, partnership, corporation or other entity which has a Contract with the County or a subcontract with a County Contractor and has received or will receive an aggregate sum of \$50,000 or more in any twelve (12) month period under one or more County Contracts or subcontracts. "Employee" means any California resident who is a full-time employee of the Contractor. "Full-time" means forty (40) hours or more worked per week, or a lesser number of hours if: (1) the lesser number is a recognized industry standard as determined by the County, or (2) the Contractor has a long-standing practice that defines the lesser number of hours as full-time. Full-time employees providing short-term, temporary services of ninety (90) days or less within a twelve (12) month period are not considered full-time for purposes of the Jury Service Program. If the Contractor uses any Subcontractor to perform services for the County under the Contract, the Subcontractor shall also be subject to the provisions of this Sub-paragraph. The provisions of this Sub-paragraph shall be inserted into any such subcontract agreement and a copy of the Jury Service Program shall be attached to the agreement.
3. If the Contractor is not required to comply with the Jury Service Program when the Contract commences, the Contractor shall have a continuing obligation to review the applicability of its "exception status" from the Jury Service Program, and the Contractor shall immediately notify the County if the Contractor at any time either comes within the Jury Service Program's definition of "Contractor" or if the Contractor no longer qualifies for an exception to the Jury Service Program. In either event, the Contractor shall immediately implement a written policy consistent with the Jury Service Program. The County may also require, at any time during the Contract and at its sole discretion, that the Contractor demonstrate to the County's satisfaction that the Contractor either continues to remain outside of the Jury Service Program's definition of "Contractor" and/or that the Contractor continues to qualify for an exception to the Program.
4. The Contractor's violation of this Sub-paragraph of the Contract may constitute a material breach of the Contract. In the event of such material breach, the County may, in its sole discretion, terminate the Contract and/or bar the Contractor

from the award of future County Contracts for a period of time consistent with the seriousness of the breach.

## **8.9 CONFLICT OF INTEREST**

8.9.1 No County employee whose position with the County enables such employee to influence the award of this Contract or any competing Contract, and no spouse or economic dependent of such employee, shall be employed in any capacity by the Contractor or have any other direct or indirect financial interest in this Contract. No officer or employee of the Contractor who may financially benefit from the performance of work hereunder shall in any way participate in the County's approval, or ongoing evaluation, of such work, or in any way attempt to unlawfully influence the County's approval or ongoing evaluation of such work.

8.9.2 The Contractor shall comply with all conflict of interest laws, ordinances, and regulations now in effect or hereafter to be enacted during the term of this Contract. The Contractor warrants that it is not now aware of any facts that create a conflict of interest. If the Contractor hereafter becomes aware of any facts that might reasonably be expected to create a conflict of interest, it shall immediately make full written disclosure of such facts to the County. Full written disclosure shall include, but is not limited to, identification of all persons implicated and a complete description of all relevant circumstances. Failure to comply with the provisions of this Sub-paragraph shall be a material breach of this Contract.

## **8.10 CONSIDERATION OF HIRING COUNTY EMPLOYEES TARGETED FOR LAYOFF/OR RE-EMPLOYMENT LIST**

Should the Contractor require additional or replacement personnel after the effective date of this Contract to perform the services set forth herein, the Contractor shall give first consideration for such employment openings to qualified, permanent County employees who are targeted for layoff or qualified, former County employees who are on a re-employment list during the life of this Contract.

## **8.11 CONSIDERATION OF HIRING GAIN/GROW PROGRAM PARTICIPANTS**

8.11.1 Should the Contractor require additional or replacement personnel after the effective date of this Contract, the Contractor shall give consideration for any such employment openings to participants in the County's Department of Public Social Services Greater Avenues for Independence (GAIN) Program or General Relief Opportunity for Work (GROW) Program who meet the Contractor's minimum qualifications for the open position. For this purpose, consideration shall mean that the Contractor will interview qualified candidates. The County will refer GAIN/GROW participants by job category to the Contractor.

- 8.11.2 In the event that both laid-off County employees and GAIN/GROW participants are available for hiring, the County employees shall be given first priority.

## **8.12 CONTRACTOR'S RESPONSIBILITY AND DEBARMENT**

### **8.12.1 Responsible Contractor**

A responsible Contractor is a Contractor who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity and experience to satisfactorily perform the Contract. It is the County's policy to conduct business only with responsible Contractors.

### **8.12.2 Chapter 2.202 of the County Code**

The Contractor is hereby notified that, in accordance with Chapter 2.202 of the County Code, if the County acquires information concerning the performance of the Contractor on this or other Contracts which indicates that the Contractor is not responsible, the County may, in addition to other remedies provided in the Contract, debar the Contractor from bidding or proposing on, or being awarded, and/or performing work on County Contracts for a specified period of time, which generally will not exceed five (5) years but may exceed five (5) years or be permanent if warranted by the circumstances, and terminate any or all existing Contracts the Contractor may have with the County.

### **8.12.3 Non-responsible Contractor**

The County may debar a Contractor if the Board finds, in its discretion, that the Contractor has done any of the following: (1) violated a term of a Contract with the County or a nonprofit corporation created by the County, (2) committed an act or omission which negatively reflects on the Contractor's quality, fitness or capacity to perform a Contract with the County, any other public entity, or a nonprofit corporation created by the County, or engaged in a pattern or practice which negatively reflects on same, (3) committed an act or offense which indicates a lack of business integrity or business honesty, or (4) made or submitted a false claim against the County or any other public entity.

### **8.12.4 Contractor Hearing Board**

1. If there is evidence that the Contractor may be subject to debarment, the County will notify the Contractor in writing of the evidence which is the basis for the proposed debarment and will advise the Contractor of the scheduled date for a debarment hearing before the Contractor Hearing Board.

2. The Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. The Contractor and/or the Contractor's representative shall be given an opportunity to submit evidence at that hearing. After the hearing, the Contractor Hearing Board shall prepare a tentative proposed decision, which shall contain a recommendation regarding whether the Contractor should be debarred, and, if so, the appropriate length of time of the debarment. The Contractor and the Department shall be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board of Supervisors.
3. After consideration of any objections, or if no objections are submitted, a record of the hearing, the proposed decision, and any other recommendation of the Contractor Hearing Board shall be presented to the Board of Supervisors. The Board of Supervisors shall have the right to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board.
4. If a Contractor has been debarred for a period longer than five (5) years, that Contractor may after the debarment has been in effect for at least five (5) years, submit a written request for review of the debarment determination to reduce the period of debarment or terminate the debarment. The County may, in its discretion, reduce the period of debarment or terminate the debarment if it finds that the Contractor has adequately demonstrated one or more of the following: (1) elimination of the grounds for which the debarment was imposed; (2) a bona fide change in ownership or management; (3) material evidence discovered after debarment was imposed; or (4) any other reason that is in the best interests of the County.
5. The Contractor Hearing Board will consider a request for review of a debarment determination only where (1) the Contractor has been debarred for a period longer than five (5) years; (2) the debarment has been in effect for at least five (5) years; and (3) the request is in writing, states one or more of the grounds for reduction of the debarment period or termination of the debarment, and includes supporting documentation. Upon receiving an appropriate request, the Contractor Hearing Board will provide notice of the hearing on the request. At the hearing, the Contractor Hearing Board shall conduct a hearing where evidence on the proposed reduction of debarment period or termination of debarment is presented. This hearing shall be conducted and the request for review decided by the Contractor Hearing Board pursuant to the same procedures as for a debarment hearing.

6. The Contractor Hearing Board's proposed decision shall contain a recommendation on the request to reduce the period of debarment or terminate the debarment. The Contractor Hearing Board shall present its proposed decision and recommendation to the Board of Supervisors. The Board of Supervisors shall have the right to modify, deny, or adopt the proposed decision and recommendation of the Contractor Hearing Board.

#### **8.12.5 Subcontractors of Contractor**

These terms shall also apply to Subcontractors of County Contractors.

### **8.13 CONTRACTOR'S ACKNOWLEDGEMENT OF COUNTY'S COMMITMENT TO THE SAFELY SURRENDERED BABY LAW**

The Contractor acknowledges that the County places a high priority on the implementation of the Safely Surrendered Baby Law. The Contractor understands that it is the County's policy to encourage all County Contractors to voluntarily post the County's "Safely Surrendered Baby Law" poster in a prominent position at the Contractor's place of business. The Contractor will also encourage its Subcontractors, if any, to post this poster in a prominent position in the Subcontractor's place of business. The County's Department of Children and Family Services will supply the Contractor with the poster to be used. Information on how to receive the poster can be found on the Internet at [www.babysafela.org](http://www.babysafela.org).

### **8.14 CONTRACTOR'S WARRANTY OF ADHERENCE TO COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM**

8.14.1 The Contractor acknowledges that the County has established a goal of ensuring that all individuals who benefit financially from the County through the Contract are in compliance with their court-ordered child, family and spousal support obligations in order to mitigate the economic burden otherwise imposed upon the County and its taxpayers.

8.14.2 As required by the County's Child Support Compliance Program (County Code Chapter 2.200) and without limiting the Contractor's duty under this Contract to comply with all applicable provisions of law, the Contractor warrants that it is now in compliance and shall during the term of this Contract maintain in compliance with employment and wage reporting requirements as required by the Federal Social Security Act (42 USC Section 653a) and California Unemployment Insurance Code Section 1088.5, and shall implement all lawfully served Wage and Earnings Withholding Orders or Child Support Services Department Notices of Wage and Earnings Assignment for Child, Family or Spousal Support, pursuant to Code of Civil Procedure Section 706.031 and Family Code Section 5246(b).

## **8.15 COUNTY'S QUALITY ASSURANCE PLAN**

The County or its agent will evaluate the Contractor's performance under this Contract on not less than an annual basis. Such evaluation will include assessing the Contractor's compliance with all the Contract terms and conditions and performance standards. Contractor deficiencies which the County determines are severe or continuing and that may place performance of the Contract in jeopardy if not corrected will be reported to the Board of Supervisors

The report will include improvement/corrective action measures taken by the County and the Contractor. If improvement does not occur consistent with the corrective action measures, the County may terminate this Contract or impose other penalties as specified in this Contract.

## **8.16 DAMAGE TO COUNTY FACILITIES, BUILDINGS OR GROUNDS**

8.16.1 The Contractor shall repair, or cause to be repaired, at its own cost, any and all damage to County facilities, buildings, or grounds caused by the Contractor or employees or agents of the Contractor. Such repairs shall be made immediately after the Contractor has become aware of such damage, but in no event later than thirty (30) days after the occurrence, unless otherwise approved by the County.

8.16.2 If the Contractor fails to make timely repairs, the County may make any necessary repairs. All costs incurred by the County, as determined by the County, for such repairs shall be repaid by the Contractor by cash payment upon demand or deduction from future invoices as determined by the County.

## **8.17 EMPLOYMENT ELIGIBILITY VERIFICATION**

8.17.1 The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirements set forth in Federal and State statutes and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal and State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, (P.L. 99-603), or as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by law.

8.17.2 The Contractor shall indemnify, defend, and hold harmless, the County, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against

the Contractor or the County or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.

### **8.18 FACSIMILE REPRESENTATIONS**

The County and the Contractor hereby agree to regard facsimile representations of original signatures of authorized officers of each party, when appearing in appropriate places on the Amendments prepared pursuant to Sub-section 8.1, and received via communications facilities, as legally sufficient evidence that such original signatures have been affixed to Amendments to this Contract, such that the parties need not follow up facsimile transmissions of such documents with subsequent (non-facsimile) transmission of “original” versions of such documents.

### **8.19 FAIR LABOR STANDARDS**

The Contractor shall comply with all applicable provisions of the Federal Fair Labor Standards Act and shall indemnify, defend, and hold harmless the County and its agents, officers, and employees from any and all liability, including, but not limited to, wages, overtime pay, liquidated damages, penalties, court costs, and attorneys' fees arising under any wage and hour law, including, but not limited to, the Federal Fair Labor Standards Act, for work performed by the Contractor's employees for which the County may be found jointly or solely liable.

### **8.20 FORCE MAJEURE**

8.20.1 Neither party shall be liable for such party's failure to perform its obligations under and in accordance with this Contract, if such failure arises out of fires, floods, epidemics, quarantine restrictions, other natural occurrences, strikes, lockouts (other than lockout by such party or any of such party's subcontractors), freight embargoes, or other similar events to those described above, but in every such case the failure to perform must be totally beyond the control and without any fault or negligence of such party (such events are referred to in this Sub-section as “force majeure events”).

8.20.2 Notwithstanding the foregoing, a default by a subcontractor of the Contractor shall not constitute a force majeure event, unless such default arises out of causes beyond the control of both the Contractor and such subcontractor, and without any fault or negligence of either of them. In such case, the Contractor shall not be liable for failure to perform, unless the goods or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required performance schedule. As used in this Sub-section, the term “subcontractor” and “subcontractors” mean subcontractors at any tier.

8.20.3 In the event the Contractor's failure to perform arises out of a force majeure event, the Contractor agrees to use commercially reasonable best efforts to obtain goods or services from other sources, if applicable, and to otherwise mitigate the damages and reduce the delay caused by such force majeure event.

## **8.21 GOVERNING LAW, JURISDICTION, AND VENUE**

This Contract shall be governed by, and construed in accordance with, the laws of the State of California. The Contractor agrees and consents to the exclusive jurisdiction of the courts of the State of California for all purposes regarding this Contract and further agrees and consents that venue of any action brought hereunder shall be exclusively in the County of Los Angeles.

## **8.22 INDEPENDENT CONTRACTOR STATUS**

8.22.1 This Contract is by and between the County and the Contractor and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between the County and the Contractor. The employees and agents of one party shall not be, or be construed to be, the employees or agents of the other party for any purpose whatsoever.

8.22.2 The Contractor shall be solely liable and responsible for providing to, or on behalf of, all persons performing work pursuant to this Contract all compensation and benefits. The County shall have no liability or responsibility for the payment of any salaries, wages, unemployment benefits, disability benefits, Federal, State, or local taxes, or other compensation, benefits, or taxes for any personnel provided by or on behalf of the Contractor.

8.22.3 The Contractor understands and agrees that all persons performing work pursuant to this Contract are, for purposes of Workers' Compensation liability, solely employees of the Contractor and not employees of the County. The Contractor shall be solely liable and responsible for furnishing any and all Workers' Compensation benefits to any person as a result of any injuries arising from or connected with any work performed by or on behalf of the Contractor pursuant to this Contract.

8.22.4 The Contractor shall adhere to the provisions stated in Sub-section 7.6 – Confidentiality.

## **8.23 INDEMNIFICATION**

The Contractor shall indemnify, defend and hold harmless the County, its Special Districts, elected and appointed officers, employees, agents and volunteers ("County Indemnities") from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and

expenses (including attorney and expert witness fees), arising from or connected with the Contractor's acts and/or omissions arising from and/or relating to this Contract, except for such loss or damage arising from the sole negligence or willful misconduct of the County Indemnities.

## **8.24 GENERAL PROVISIONS FOR ALL INSURANCE COVERAGE**

Without limiting the Contractor's indemnification of the County, and in the performance of this Contract and until all of its obligations pursuant to this Contract have been met, the Contractor shall provide and maintain at its own expense insurance coverage satisfying the requirements specified in Sections 8.24 and 8.25 of this Contract. These minimum insurance coverage terms, types and limits (the "Required Insurance") also are in addition to and separate from any other contractual obligation imposed upon the Contractor pursuant to this Contract. The County in no way warrants that the Required Insurance is sufficient to protect the Contractor for liabilities which may arise from or relate to this Contract.

### **8.24.1 Evidence of Coverage and Notice to County**

- Certificate(s) of insurance coverage (Certificate) satisfactory to the County, and a copy of an Additional Insured endorsement confirming the County and its Agents (defined below) has been given Insured status under the Contractor's General Liability policy, shall be delivered to the County at the address shown below and provided prior to commencing services under this Contract.
- Renewal Certificates shall be provided to the County not less than 10 days prior to the Contractor's policy expiration dates. The County reserves the right to obtain complete, certified copies of any required Contractor and/or Sub-Contractor insurance policies at any time.
- Certificates shall identify all Required Insurance coverage types and limits specified herein, reference this Contract by name or number, and be signed by an authorized representative of the insurer(s). The Insured party named on the Certificate shall match the name of the Contractor identified as the contracting party in this Contract. Certificates shall provide the full name of each insurer providing coverage, its NAIC (National Association of Insurance Commissioners) identification number, its financial rating, the amounts of any policy deductibles or self-insured retentions exceeding fifty thousand (\$50,000.00) dollars, and list any County required endorsement forms.
- Neither the County's failure to obtain, nor the County's receipt of, or failure to object to a non-complying insurance certificate or endorsement, or any other insurance documentation or information provided by the Contractor, its insurance broker(s)

and/or insurer(s), shall be construed as a waiver of any of the Required Insurance provisions.

Certificates and copies of any required endorsements shall be sent to the County Contract Project Manager at the physical or electronic address herein provided in Exhibit E – County’s Administration.

The Contractor also shall promptly report to the County any injury or property damage accident or incident, including any injury to a Contractor employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to the Contractor. The Contractor also shall promptly notify the County of any third party claim or suit filed against the Contractor or any of its Sub-Contractors which arises from or relates to this Contract, and could result in the filing of a claim or lawsuit against the Contractor and/or the County.

#### **8.24.2 Additional Insured Status and Scope of Coverage**

The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees and Volunteers (collectively the County and its Agents) shall be provided additional insured status under the Contractor’s General Liability policy with respect to liability arising out of the Contractor’s ongoing and completed operations performed on behalf of the County. The County and its Agents additional insured status shall apply with respect to liability and defense of suits arising out of the Contractor’s acts or omissions, whether such liability is attributable to the Contractor or to the County. The full policy limits and scope of protection also shall apply to the County and its Agents as an additional insured, even if they exceed the County’s minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

#### **8.24.3 Cancellation of or Changes in Insurance**

Contractor shall provide County with, or Contractor’s insurance policies shall contain a provision that County shall receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice shall be provided to County at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the Contract, in the sole discretion of the County, upon which the County may suspend or terminate this Contract.

#### **8.24.4 Failure to Maintain Insurance**

Contractor's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the Contract, upon which County immediately may withhold payments due to Contractor, and/or suspend or terminate this Contract. County, at its sole discretion, may obtain damages from Contractor resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to Contractor, deduct the premium cost from sums due to Contractor or pursue Contractor reimbursement.

#### **8.24.5 Insurer Financial Ratings**

Coverage shall be placed with insurers acceptable to the County with A.M. Best ratings of not less than A:VII unless otherwise approved by County.

#### **8.24.6 Contractor's Insurance Shall Be Primary**

Contractor's insurance policies, with respect to any claims related to this Contract, shall be primary with respect to all other sources of coverage available to Contractor. Any County maintained insurance or self-insurance coverage shall be in excess of and not contribute to any Contractor coverage.

#### **8.24.7 Waivers of Subrogation**

To the fullest extent permitted by law, the Contractor hereby waives its rights and its insurer(s)' rights of recovery against County under all the Required Insurance for any loss arising from or relating to this Contract. The Contractor shall require its insurers to execute any waiver of subrogation endorsements which may be necessary to effect such waiver.

#### **8.24.8 Sub-Contractor Insurance Coverage Requirements**

Contractor shall include all Sub-Contractors as insureds under Contractor's own policies, or shall provide County with each Sub-Contractor's separate evidence of insurance coverage. Contractor shall be responsible for verifying each Sub-Contractor complies with the Required Insurance provisions herein, and shall require that each Sub-Contractor name the County and Contractor as additional insureds on the Sub-Contractor's General Liability policy. Contractor shall obtain County's prior review and approval of any Sub-Contractor request for modification of the Required Insurance.

#### **8.24.9 Deductibles and Self-Insured Retentions (SIRs)**

Contractor's policies shall not obligate the County to pay any portion of any Contractor deductible or SIR. The County retains the right to require Contractor to reduce or eliminate policy

deductibles and SIRs as respects the County, or to provide a bond guaranteeing Contractor's payment of all deductibles and SIRs, including all related claims investigation, administration and defense expenses. Such bond shall be executed by a corporate surety licensed to transact business in the State of California.

#### **8.24.10 Claims Made Coverage**

If any part of the Required Insurance is written on a claims made basis, any policy retroactive date shall precede the effective date of this Contract. Contractor understands and agrees it shall maintain such coverage for a period of not less than three (3) years following Contract expiration, termination or cancellation.

#### **8.24.11 Application of Excess Liability Coverage**

Contractors may use a combination of primary and excess insurance policies which provide coverage as broad as the underlying primary policies, to satisfy the Required Insurance provisions.

#### **8.24.12 Separation of Insureds**

All liability policies shall provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.

#### **8.24.13 Alternative Risk Financing Programs**

The County reserves the right to review, and then approve, Contractor use of self-insurance, risk retention groups, risk purchasing groups, pooling arrangements and captive insurance to satisfy the Required Insurance provisions. The County and its Agents shall be designated as an Additional Covered Party under any approved program.

#### **8.24.14 County Review and Approval of Insurance Requirements**

The County reserves the right to review and adjust the Required Insurance provisions, conditioned upon County's determination of changes in risk exposures.

### **8.25 INSURANCE COVERAGE**

8.25.1 **Commercial General Liability** insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming County and its Agents as an additional insured, with limits of not less than:

General Aggregate:	\$2 million
Products/Completed Operations Aggregate:	\$1 million
Personal and Advertising Injury:	\$1 million

Each Occurrence: \$1 million

- 8.25.2 **Automobile Liability** insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of Contractor's use of autos pursuant to this Contract, including owned, leased, hired, and/or non-owned autos, as each may be applicable.
- 8.25.3 **Workers Compensation and Employers' Liability** insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If Contractor will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than thirty (30) days advance written notice of cancellation of this coverage provision. If applicable to Contractor's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.
- 8.25.4 **Pollution Liability** insurance shall also provide pollution liability coverage with a limit of not less than \$1 million per occurrence covering the release, discharge, escape, dispersal, or emission of pollutants, whether gradual or sudden, and include the costs and expenses associated with clean-up, testing, monitoring and treatment of pollutants in compliance with governmental mandate or requests.

## 8.26 LIQUIDATED DAMAGES

- 8.26.1 If, in the judgment of the County Librarian, or his/her designee, the Contractor is deemed to be non-compliant with the terms and obligations assumed hereby, the County Librarian, or his/her designee, at his/her option, in addition to, or in lieu of, other remedies provided herein, may withhold the entire monthly payment or deduct pro rata from the Contractor's invoice for work not performed. A description of the work not performed and the amount to be withheld or deducted from payments to the Contractor from the County, will be forwarded to the Contractor by the County Librarian, or his/her designee, in a written notice describing the reasons for said action.
- 8.26.2 If the County Librarian, or his/her designee, determines that there are deficiencies in the performance of this Contract that the

County Librarian, or his/her designee, deems are correctable by the Contractor over a certain time span, the County Librarian, or his/her designee, will provide a written notice to the Contractor to correct the deficiency within specified time frames. Should the Contractor fail to correct deficiencies within said time frame, the County Librarian, or his/her designee, may: (a) Deduct from the Contractor's payment, pro rata, those applicable portions of the Monthly Contract Sum; and/or (b) Deduct liquidated damages. The parties agree that it will be impracticable or extremely difficult to fix the extent of actual damages resulting from the failure of the Contractor to correct a deficiency within the specified time frame. The parties hereby agree that under the current circumstances a reasonable estimate of such damages is Two Hundred Dollars (\$200) per day per infraction, or as specified in the Performance Requirements Summary (PRS), as defined in Exhibit A, Statement of Work Exhibits, Exhibit 2, hereunder, and that the Contractor shall be liable to the County for liquidated damages in said amount. Said amount shall be deducted from the County's payment to the Contractor; and/or (c) Upon giving five (5) days notice to the Contractor for failure to correct the deficiencies, the County may correct any and all deficiencies and the total costs incurred by the County for completion of the work by an alternate source, whether it be County forces or separate private Contractor, will be deducted and forfeited from the payment to the Contractor from the County, as determined by the County.

8.26.3 The action noted in Paragraph 8.26.2 shall not be construed as a penalty, but as adjustment of payment to the Contractor to recover the County cost due to the failure of the Contractor to complete or comply with the provisions of this Contract.

8.26.4 This Paragraph shall not, in any manner, restrict or limit the County's right to damages for any breach of this Contract provided by law or as specified in the PRS or Paragraph 8.26.2, and shall not, in any manner, restrict or limit the County's right to terminate this Contract as agreed to herein.

## **8.27 MOST FAVORED PUBLIC ENTITY**

If the Contractor's prices decline, or should the Contractor at any time during the term of this Contract provide the same goods or services under similar quantity and delivery conditions to the State of California or any county, municipality, or district of the State at prices below those set forth in this Contract, then such lower prices shall be immediately extended to the County.

## **8.28 NONDISCRIMINATION AND AFFIRMATIVE ACTION**

8.28.1 The Contractor certifies and agrees that all persons employed by it, its affiliates, subsidiaries, or holding companies are and shall be treated equally without regard to or because of race, color, religion,

ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State anti-discrimination laws and regulations.

- 8.28.2 The Contractor shall certify to, and comply with, the provisions of Exhibit D – Contractor’s EEO Certification.
- 8.28.3 The Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, in compliance with all applicable Federal and State anti-discrimination laws and regulations. Such action shall include, but is not limited to: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
- 8.28.4 The Contractor certifies and agrees that it will deal with its Subcontractors, bidders, or vendors without regard to or because of race, color, religion, ancestry, national origin, sex, age, or physical or mental disability, marital status, or political affiliation.
- 8.28.5 The Contractor certifies and agrees that it, its affiliates, subsidiaries, or holding companies shall comply with all applicable Federal and State laws and regulations to the end that no person shall, on the grounds of race, color, religion, ancestry, national origin, sex, age, physical or mental disability, marital status, or political affiliation, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Contract or under any project, program, or activity supported by this Contract.
- 8.28.6 The Contractor shall allow County representatives access to the Contractor’s employment records during regular business hours to verify compliance with the provisions of this Sub-section 8.28 when so requested by the County.
- 8.28.7 If the County finds that any provisions of this Sub-section 8.28 have been violated, such violation shall constitute a material breach of this Contract upon which the County may terminate or suspend this Contract. While the County reserves the right to determine independently that the anti-discrimination provisions of this Contract have been violated, in addition, a determination by the California Fair Employment Practices Commission or the Federal Equal Employment Opportunity Commission that the Contractor has violated Federal or State anti-discrimination laws or regulations shall constitute a finding by the County that the

Contractor has violated the anti-discrimination provisions of this Contract.

8.28.8 The parties agree that in the event the Contractor violates any of the anti-discrimination provisions of this Contract, the County shall, at its sole option, be entitled to the sum of Five Hundred Dollars (\$500) for each such violation pursuant to California Civil Code Section 1671 as liquidated damages in lieu of terminating or suspending this Contract.

#### **8.29 NON EXCLUSIVITY**

Nothing herein is intended nor shall be construed as creating any exclusive arrangement with the Contractor. This Contract shall not restrict Public Library from acquiring similar, equal or like goods and/or services from other entities or sources.

#### **8.30 NOTICE OF DELAYS**

Except as otherwise provided under this Contract, when either party has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this Contract, that party shall, within one (1) business day, give notice thereof, including all relevant information with respect thereto, to the other party.

#### **8.31 NOTICE OF DISPUTES**

The Contractor shall bring to the attention of the County Contract Project Manager and/or County Contract Project Director any dispute between the County and the Contractor regarding the performance of services as stated in this Contract. If the County Contract Project Manager or County Contract Project Director is not able to resolve the dispute, the County Librarian, or designee shall resolve it.

#### **8.32 NOTICE TO EMPLOYEES REGARDING THE FEDERAL EARNED INCOME CREDIT**

The Contractor shall notify its employees, and shall require each Subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the federal income tax laws. Such notice shall be provided in accordance with the requirements set forth in Internal Revenue Service Notice No. 1015.

#### **8.33 NOTICE TO EMPLOYEES REGARDING THE SAFELY SURRENDERED BABY LAW**

The Contractor shall notify and provide to its employees, and shall require each Subcontractor to notify and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The fact sheet is set forth in Exhibit I – Safely Surrender Baby Law of this Contract

and is also available on the Internet at [www.babysafela.org](http://www.babysafela.org) for printing purposes.

#### **8.34 NOTICES**

All notices or demands required or permitted to be given or made under this Contract shall be in writing and shall be hand delivered with signed receipt or mailed by first-class registered or certified mail, postage prepaid, addressed to the parties as identified in Exhibit E – County’s Administration and Exhibit F – Contractor’s Administration. Addresses may be changed by either party giving ten (10) days’ prior written notice thereof to the other party. The County Librarian, or his/her designee, shall have the authority to issue all notices or demands required or permitted by the County under this Contract.

#### **8.35 PERFORMANCE SECURITY**

8.35.1 Contractor shall provide and maintain performance security, in the form of a faithful performance bond, throughout the term of this Contract. Such bond shall be written in an amount equal to 100% of the Contractor’s annual Contract fee, be conditioned upon the Contractor’s faithful performance and satisfactory completion of all Contract obligations as determined by the County, and be executed by a corporate surety licensed to transact business in the State of California.

8.35.2 The proposed performance bond form, including all its terms and conditions, must be submitted to County for County’s review and approval not less than fifteen (15) business days prior to commencing services under this Contract. Failure to provide evidence of, or to maintain, the required bond, may constitute a material breach of this Contract, upon which County immediately may withhold payments due to Contractor, and/or suspend or terminate this Contract. The County reserves the right to review and adjust the form and/or amount of the Performance Security Requirement conditioned upon the County’s determination of changes in risk exposures.

#### **8.36 PROHIBITION AGAINST INDUCEMENT OR PERSUASION**

Notwithstanding the above, the Contractor and the County agree that, during the term of this Contract and for a period of one (1) year thereafter, neither party shall in any way intentionally induce or persuade any employee of one party to become an employee or agent of the other party. No bar exists against any hiring action initiated through a public announcement.

#### **8.37 PUBLIC RECORDS ACT**

8.37.1 Any documents submitted by the Contractor; all information obtained in connection with the County’s right to audit and inspect the Contractor’s documents, books, and accounting records

pursuant to Sub-section 8.39 – Record Retention and Inspection/Audit Settlement of this Contract; as well as those documents which were required to be submitted in response to the Request for Proposals (RFP) used in the solicitation process for this Contract, become the exclusive property of the County. All such documents become a matter of public record and shall be regarded as public records. Exceptions will be those elements in the California Government Code Section 6250 et seq. (Public Records Act) and which are marked “trade secret”, “confidential”, or “proprietary”. The County shall not in any way be liable or responsible for the disclosure of any such records including, without limitation, those so marked, if disclosure is required by law, or by an order issued by a court of competent jurisdiction.

8.37.2 In the event the County is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a proposal marked “trade secret”, “confidential”, or “proprietary”, the Contractor agrees to defend and indemnify the County from all costs and expenses, including reasonable attorney’s fees, in action or liability arising under the Public Records Act.

### **8.38 PUBLICITY**

8.38.1 The Contractor shall not disclose any details in connection with this Contract to any person or entity except as may be otherwise provided hereunder or required by law. However, in recognizing the Contractor’s need to identify its services and related clients to sustain itself, the County shall not inhibit the Contractor from publishing its role under this Contract within the following conditions:

- The Contractor shall develop all publicity material in a professional manner; and
- During the term of this Contract, the Contractor shall not, and shall not authorize another to, publish or disseminate any commercial advertisements, press releases, feature articles, or other materials using the name of the County without the prior written consent of the County Contract Project Director. The County shall not unreasonably withhold written consent.

8.38.2 The Contractor may, without the prior written consent of the County, indicate in its proposals and sales materials that it has been awarded this Contract with the County of Los Angeles, provided that the requirements of this Sub-section 8.38 shall apply.

### **8.39 RECORD RETENTION AND INSPECTION/AUDIT SETTLEMENT**

The Contractor shall maintain accurate and complete financial records of its activities and operations relating to this Contract in accordance with generally accepted accounting principles. The Contractor shall also

maintain accurate and complete employment and other records relating to its performance of this Contract. The Contractor agrees that the County, or its authorized representatives, shall have access to and the right to examine, audit, excerpt, copy, or transcribe any pertinent transaction, activity, or record relating to this Contract. All such material, including, but not limited to, all financial records, bank statements, cancelled checks or other proof of payment, timecards, sign-in/sign-out sheets and other time and employment records, and proprietary data and information, shall be kept and maintained by the Contractor and shall be made available to the County during the term of this Contract and for a period of five (5) years thereafter unless the County's written permission is given to dispose of any such material prior to such time. All such material shall be maintained by the Contractor at a location in Los Angeles County, provided that if any such material is located outside Los Angeles County, then, at the County's option, the Contractor shall pay the County for travel, per diem, and other costs incurred by the County to examine, audit, excerpt, copy, or transcribe such material at such other location.

- 8.39.1 In the event that an audit of the Contractor is conducted specifically regarding this Contract by any Federal or State auditor, or by any auditor or accountant employed by the Contractor or otherwise, then the Contractor shall file a copy of such audit report with the County's Auditor-Controller within thirty (30) days of the Contractor's receipt thereof, unless otherwise provided by applicable Federal or State law or under this Contract. Subject to applicable law, the County shall make a reasonable effort to maintain the confidentiality of such audit report(s).
- 8.39.2 Failure on the part of the Contractor to comply with any of the provisions of this Sub-section 8.39 shall constitute a material breach of this Contract upon which the County may terminate or suspend this Contract.
- 8.39.3 If, at any time during the term of this Contract or within five (5) years after the expiration or termination of this Contract, representatives of the County conduct an audit of the Contractor regarding the work performed under this Contract, and if such audit finds that the County's dollar liability for any such work is less than payments made by the County to the Contractor, then the difference shall be either: a) repaid by the Contractor to the County by cash payment upon demand or b) at the sole option of the County's Auditor-Controller, deducted from any amounts due to the Contractor from the County, whether under this Contract or otherwise. If such audit finds that the County's dollar liability for such work is more than the payments made by the County to the Contractor, then the difference shall be paid to the Contractor by the County by cash payment, provided that in no event shall the County's maximum obligation for this Contract exceed the funds appropriated by the County for the purpose of this Contract.

8.39.4 In addition to the above, the Contractor agrees, should the County or its authorized representatives determine, in the County's sole discretion, that it is necessary or appropriate to review a broader scope of the Contractor's records (including, certain records related to non-County Contracts) to enable the County to evaluate the Contractor's compliance with the County's Living Wage Program, that the Contractor shall promptly and without delay provide to the County, upon the written request of the County or its authorized representatives, access to and the right to examine, audit, excerpt, copy, or transcribe any and all transactions, activities, or records relating to any of its employees who have provided services to the County under this Contract, including without limitation, records relating to work performed by said employees on the Contractor's non-County Contracts. The Contractor further acknowledges that the foregoing requirement in this sub-paragraph relative to Contractor's employees who have provided services to the County under this Contract is for the purpose of enabling the County in its discretion to verify the Contractor's full compliance with and adherence to California labor laws and the County's Living Wage Program. All such materials and information, including, but not limited to, all financial records, bank statements, cancelled checks or other proof of payment, timecards, sign-in/sign-out sheets and other time and employment records, and proprietary data and information, shall be kept and maintained by the Contractor and shall be made available to the County during the term of this Contract and for a period of five (5) years thereafter unless the County's written permission is given to dispose of any such materials and information prior to such time. All such materials and information shall be maintained by the Contractor at a location in Los Angeles County, provided that if any such materials and information is located outside Los Angeles County, then, at the County's option, the Contractor shall pay the County for travel, per diem, and other costs incurred by the County to examine, audit, excerpt, copy, or transcribe such materials and information at such other location.

#### **8.40 RECYCLED BOND PAPER**

Consistent with the Board's policy to reduce the amount of solid waste deposited at the County landfills, the Contractor agrees to use recycled-content paper to the maximum extent possible on this Contract.

#### **8.41 SUBCONTRACTING**

8.41.1 The requirements of this Contract may not be subcontracted by the Contractor **without the advance approval of the County**. Any attempt by the Contractor to subcontract without the prior consent of the County may be deemed a material breach of this Contract.

8.41.2 If the Contractor desires to subcontract, the Contractor shall provide

the following information promptly at the County's request:

- Description of the work to be performed by the Subcontractor;
- A draft copy of the proposed subcontract; and
- Other pertinent information and/or certifications requested by the County.

8.41.3 The Contractor shall indemnify and hold the County harmless with respect to the activities of each and every Subcontractor in the same manner and to the same degree as if such Subcontractor(s) were the Contractor employees.

8.41.4 The Contractor shall remain fully responsible for all performances required of it under this Contract, including those that the Contractor has determined to subcontract, notwithstanding the County's approval of the Contractor's proposed subcontract.

8.41.5 The County's consent to subcontract shall not waive the County's right to prior and continuing approval of any and all personnel, including Subcontractor employees, providing services under this Contract. The Contractor is responsible to notify its Subcontractors of this County right.

8.41.6 The County Librarian or his/her designee is authorized to act for and on behalf of the County with respect to approval of any subcontract and Subcontractor employees. After approval of the subcontract by the County, the Contractor shall forward a fully executed subcontract to the County for their files.

8.41.7 The Contractor shall be solely liable and responsible for all payments or other compensation to all Subcontractors and their officers, employees, agents, and successors in interest arising through services performed hereunder, notwithstanding the County's consent to subcontract.

8.41.8 The Contractor shall obtain certificates of insurance, which establish that the Subcontractor maintains all the programs of insurance required by the County from each approved Subcontractor. The Contractor shall ensure delivery of all such documents to:

County of Los Angeles Public Library  
Contract Services Coordinator  
7400 East Imperial Highway, Downey, CA 90242

before any Subcontractor employee may perform any work hereunder.

#### **8.42 TERMINATION FOR BREACH OF WARRANTY TO MAINTAIN COMPLIANCE WITH COUNTY'S CHILD SUPPORT COMPLIANCE PROGRAM**

Failure of the Contractor to maintain compliance with the requirements set forth in Sub-section 8.14 – Contractor's Warranty of Adherence to County's Child Support Compliance Program, shall constitute default under this Contract. Without limiting the rights and remedies available to the County under any other provision of this Contract, failure of the Contractor to cure such default within ninety (90) calendar days of written notice shall be grounds upon which the County may terminate this Contract pursuant to Sub-section 8.44 – Termination for Default and pursue debarment of the Contractor, pursuant to County Code Chapter 2.202.

#### **8.43 TERMINATION FOR CONVENIENCE**

8.43.1 This Contract may be terminated, in whole or in part, from time to time, when such action is deemed by the County, in its sole discretion, to be in its best interest. Termination of work hereunder shall be effected by notice of termination to the Contractor specifying the extent to which performance of work is terminated and the date upon which such termination becomes effective. The date upon which such termination becomes effective shall be no less than ten (10) days after the notice is sent.

8.43.2 After receipt of a notice of termination and except as otherwise directed by the County, the Contractor shall:

- Stop work under this Contract on the date and to the extent specified in such notice, and
- Complete performance of such part of the work as shall not have been terminated by such notice.

8.43.3 All material including books, records, documents, or other evidence bearing on the costs and expenses of the Contractor under this Contract shall be maintained by the Contractor in accordance with Sub-section 8.39 – Record Retention and Inspection/Audit Settlement.

#### **8.44 TERMINATION FOR DEFAULT**

8.44.1 The County may, by written notice to the Contractor, terminate the whole or any part of this Contract, if, in the judgment of County Contract Project Director:

- Contractor has materially breached this Contract; or
- Contractor fails to timely provide and/or satisfactorily perform any task, deliverable, service, or other work required either under this Contract; or
- Contractor fails to demonstrate a high probability of timely fulfillment of performance requirements under this Contract, or

of any obligations of this Contract and in either case, fails to demonstrate convincing progress toward a cure within five (5) working days (or such longer period as the County may authorize in writing) after receipt of written notice from the County specifying such failure.

- 8.44.2 In the event that the County terminates this Contract in whole or in part as provided in Paragraph 8.44.1, the County may procure, upon such terms and in such manner as the County may deem appropriate, goods and services similar to those so terminated. The Contractor shall be liable to the County for any and all excess costs incurred by the County, as determined by the County, for such similar goods and services. The Contractor shall continue the performance of this Contract to the extent not terminated under the provisions of this Paragraph.
- 8.44.3 Except with respect to defaults of any Subcontractor, the Contractor shall not be liable for any such excess costs of the type identified in Paragraph 8.44.2 if its failure to perform this Contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not limited to: acts of God or of the public enemy, acts of the County in either its sovereign or contractual capacity, acts of Federal or State governments in their sovereign capacities, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case, the failure to perform must be beyond the control and without the fault or negligence of the Contractor. If the failure to perform is caused by the default of a Subcontractor, and if such default arises out of causes beyond the control of both the Contractor and Subcontractor, and without the fault or negligence of either of them, the Contractor shall not be liable for any such excess costs for failure to perform, unless the goods or services to be furnished by the Subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required performance schedule. As used in this paragraph, the term "Subcontractor(s)" means Subcontractor(s) at any tier.
- 8.44.4 If, after the County has given notice of termination under the provisions of this Sub-section 8.44, it is determined by the County that the Contractor was not in default under the provisions of this Sub-section 8.44, or that the default was excusable under the provisions of Paragraph 8.44.3, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Sub-section 8.43 – Termination for Convenience.

8.44.5 The rights and remedies of the County provided in this Sub-section 8.44 shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

#### **8.45 TERMINATION FOR IMPROPER CONSIDERATION**

8.45.1 The County may, by written notice to the Contractor, immediately terminate the right of the Contractor to proceed under this Contract if it is found that consideration, in any form, was offered or given by the Contractor, either directly or through an intermediary, to any County officer, employee, or agent with the intent of securing this Contract or securing favorable treatment with respect to the award, amendment, or extension of this Contract or the making of any determinations with respect to the Contractor's performance pursuant to this Contract. In the event of such termination, the County shall be entitled to pursue the same remedies against the Contractor as it could pursue in the event of default by the Contractor.

8.45.2 The Contractor shall immediately report any attempt by a County officer or employee to solicit such improper consideration. The report shall be made either to the County manager charged with the supervision of the employee or to the County Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.

8.45.3 Among other items, such improper consideration may take the form of cash, discounts, services, the provision of travel or entertainment, or tangible gifts.

#### **8.46 TERMINATION FOR INSOLVENCY**

8.46.1 The County may terminate this Contract forthwith in the event of the occurrence of any of the following:

- Insolvency of the Contractor. The Contractor shall be deemed to be insolvent if it has ceased to pay its debts for at least sixty (60) days in the ordinary course of business or cannot pay its debts as they become due, whether or not a petition has been filed under the Federal Bankruptcy Code and whether or not the Contractor is insolvent within the meaning of the Federal Bankruptcy Code;
- The filing of a voluntary or involuntary petition regarding the Contractor under the Federal Bankruptcy Code;
- The appointment of a Receiver or Trustee for the Contractor; or
- The execution by the Contractor of a general assignment for the benefit of creditors.

8.46.2 The rights and remedies of the County provided in this Sub-section 8.46 shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

#### **8.47 TERMINATION FOR NON-ADHERENCE OF COUNTY LOBBYIST ORDINANCE**

The Contractor, and each County Lobbyist or County Lobbying firm as defined in County Code Section 2.160.010 retained by the Contractor, shall fully comply with the County's Lobbyist Ordinance, County Code Chapter 2.160. Failure on the part of the Contractor or any County Lobbyist or County Lobbying firm retained by the Contractor to fully comply with the County's Lobbyist Ordinance shall constitute a material breach of this Contract, upon which the County may in its sole discretion, immediately terminate or suspend this Contract.

#### **8.48 TERMINATION FOR NON-APPROPRIATION OF FUNDS**

Notwithstanding any other provision of this Contract, the County shall not be obligated for the Contractor's performance hereunder or by any provision of this Contract during any of the County's future fiscal years unless and until the Board appropriates funds for this Contract in the County's Budget for each such future fiscal year. In the event that funds are not appropriated for this Contract, then this Contract shall terminate as of June 30 of the last fiscal year for which funds were appropriated. The County shall notify the Contractor in writing of any such non-allocation of funds at the earliest possible date.

#### **8.49 VALIDITY**

If any provision of this Contract or the application thereof to any person or circumstance is held invalid, the remainder of this Contract and the application of such provision to other persons or circumstances shall not be affected thereby.

#### **8.50 WAIVER**

No waiver by the County of any breach of any provision of this Contract shall constitute a waiver of any other breach or of such provision. Failure of the County to enforce at any time, or from time to time, any provision of this Contract shall not be construed as a waiver thereof. The rights and remedies set forth in this Sub-section 8.50 shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

#### **8.51 WARRANTY AGAINST CONTINGENT FEES**

8.51.1 The Contractor warrants that no person or selling agency has been employed or retained to solicit or secure this Contract upon any Contract or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business.

8.51.2 For breach of this warranty, the County shall have the right to terminate this Contract and, at its sole discretion, deduct from the Contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

## **8.52 WARRANTY OF COMPLIANCE WITH COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM**

Contractor acknowledges that County has established a goal of ensuring that all individuals and businesses that benefit financially from County through Contract are current in paying their property tax obligations (secured and unsecured roll) in order to mitigate the economic burden otherwise imposed upon County and its taxpayers.

Unless Contractor qualifies for an exemption or exclusion, Contractor warrants and certifies that to the best of its knowledge it is now in compliance, and during the term of this Contract will maintain compliance, with Los Angeles County Code Chapter 2.206.

## **8.53 TERMINATION FOR BREACH OF WARRANTY TO MAINTAIN COMPLIANCE WITH COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM**

Failure of Contractor to maintain compliance with the requirements set forth in Sub-section 8.52 – “Warranty of Compliance with County’s Defaulted Property Tax Reduction Program” shall constitute default under this contract. Without limiting the rights and remedies available to County under any other provision of this Contract, failure of Contractor to cure such default within ten (10) days of notice shall be grounds upon which County may terminate this Contract and/or pursue debarment of Contractor, pursuant to County Code Chapter 2.206.

## **9.0 UNIQUE TERMS AND CONDITIONS**

### **9.1 COMPLIANCE WITH THE COUNTY'S LIVING WAGE PROGRAM**

#### **9.1.1 Living Wage Program**

This Contract is subject to the provisions of the County’s ordinance entitled Living Wage Program as codified in Sections 2.201.010 through 2.201.100 of the Los Angeles County Code, a copy of which is attached as Exhibit J and incorporated by reference into and made a part of this Contract.

#### **9.1.2 Payment of Living Wage Rates**

1. Unless the Contractor has demonstrated to the County’s satisfaction either that the Contractor is not an “Employer” as defined under the Program (Section 2.201.020 of the County Code) or that the Contractor qualifies for an exception to the Living Wage Program (Section 2.201.090 of the County Code), the Contractor shall pay its Employees no less than the

applicable hourly living wage rate, as set forth immediately below, for the Employees' services provided to the County, including, without limitation, "Travel Time" as defined below at Sub-paragraph 5 of this Paragraph 9.1.2 under the Contract:

- a. Not less than \$11.84 per hour if, in addition to the per-hour wage, the Contractor contributes less than \$2.20 per hour towards the provision of bona fide health care benefits for its Employees and any dependents; or
  - b. Not less than \$9.64 per hour if, in addition to the per-hour wage, the Contractor contributes at least \$2.20 per hour towards the provision of bona fide health care benefits for its Employees and any dependents. The Contractor will be deemed to have contributed \$2.20 per hour towards the provision of bona fide health care benefits if the benefits are provided through the County Department of Health Services Community Health Plan. If, at any time during the Contract, the Contractor contributes less than \$2.20 per hour towards the provision of bona fide health care benefits, the Contractor shall be required to pay its Employees the higher hourly living wage rate.
2. For purposes of this Sub-paragraph, "Contractor" includes any Subcontractor engaged by the Contractor to perform services for the County under the Contract. If the Contractor uses any Subcontractor to perform services for the County under the Contract, the Subcontractor shall be subject to the provisions of this paragraph. The provisions of this paragraph shall be inserted into any such subcontract and a copy of the Living Wage Program shall be attached to the subcontract. "Employee" means any individual who is an employee of the Contractor under the laws of California, and who is providing full-time services to the Contractor, some or all of which are provided to the County under the Contract. "Full-time" means a minimum of 40 hours worked per week, or a lesser number of hours, if the lesser number is a recognized industry standard and is approved as such by the County; however, fewer than 35 hours worked per week will not, in any event, be considered full-time.
  3. If the Contractor is required to pay a living wage when the Contract commences, the Contractor shall continue to pay a living wage for the entire term of the Contract, including any option period.
  4. If the Contractor is not required to pay a living wage when the Contract commences, the Contractor shall have a continuing obligation to review the applicability of its "exemption status" from the living wage requirement. The Contractor shall

immediately notify the County if the Contractor at any time either comes within the Living Wage Program's definition of "Employer" or if the Contractor no longer qualifies for an exception to the Living Wage Program. In either event, the Contractor shall immediately be required to commence paying the living wage and shall be obligated to pay the living wage for the remaining term of the Contract, including any option period. The County may also require, at any time during the Contract and at its sole discretion, that the Contractor demonstrate to the County's satisfaction that the Contractor either continues to remain outside of the Living Wage Program's definition of "Employer" and/or that the Contractor continues to qualify for an exception to the Living Wage Program. Unless the Contractor satisfies this requirement within the time frame permitted by the County, the Contractor shall immediately be required to pay the living wage for the remaining term of the Contract, including any option period.

5. For purposes of the Contractor's obligation to pay its Employees the applicable hourly living wage rate under this Contract, "Travel Time" shall have the following two meanings, as applicable: 1) With respect to travel by an Employee that is undertaken in connection with this Contract, Travel Time shall mean any period during which an Employee physically travels to or from a County facility if the Contractor pays the Employee any amount for that time or if California law requires the Contractor to pay the Employee any amount for that time; and 2) With respect to travel by an Employee between County facilities that are subject to two different contracts between the Contractor and the County (of which both contracts are subject to the Living Wage Program), Travel Time shall mean any period during which an Employee physically travels to or from, or between such County facilities if the Contractor pays the Employee any amount for that time or if California law requires the Contractor to pay the Employee any amount for that time.

#### 9.1.3 **Contractor's Submittal of Certified Monitoring Reports**

The Contractor shall submit to the County certified monitoring reports at a frequency instructed by the County. The certified monitoring reports shall list all of the Contractor's Employees during the reporting period. The certified monitoring reports shall also verify the number of hours worked, the hourly wage rate paid, and the amount paid by the Contractor for health benefits, if any, for each of its Employees. The certified monitoring reports shall also state the name and identification number of the Contractor's current health care benefits plan, and the Contractor's portion of the premiums paid as well as the portion paid by each Employee. All certified monitoring reports shall be submitted on forms provided by the County (Exhibit K – Monthly

Certification for Applicable Health Benefit Payments and Exhibit L – Payroll Statement of Compliance), or other form approved by the County which contains the above information. The County reserves the right to request any additional information it may deem necessary. If the County requests additional information, the Contractor shall promptly provide such information. The Contractor, through one of its officers, shall certify under penalty of perjury that the information contained in each certified monitoring report is true and accurate.

**9.1.4 Contractor’s Ongoing Obligation to Report Labor Law/Payroll Violations and Claims**

During the term of the Contract, if the Contractor becomes aware of any labor law/payroll violation or any complaint, investigation or proceeding (“claim”) concerning any alleged labor law/payroll violation (including but not limited to any violation or claim pertaining to wages, hours and working conditions such as minimum wage, prevailing wage, living wage, the Fair Labor Standards Act, employment of minors, or unlawful employment discrimination), the Contractor shall immediately inform the County of any pertinent facts known by the Contractor regarding same. This disclosure obligation is not limited to any labor law/payroll violation or claim arising out of the Contractor’s contract with the County, but instead applies to any labor law/payroll violation or claim arising out of any of the Contractor’s operations in California.

**9.1.5 County Auditing of Contractor Records**

Upon a minimum of twenty-four (24) hours’ written notice, the County may audit, at the Contractor’s place of business, any of the Contractor’s records pertaining to the Contract, including all documents and information relating to the certified monitoring reports. The Contractor is required to maintain all such records in California until the expiration of four (4) years from the date of final payment under the Contract. Authorized agents of the County shall have access to all such records during normal business hours for the entire period that records are to be maintained.

**9.1.6 Notifications to Employees**

The Contractor shall place County-provided living wage posters at each of the Contractor’s places of business and locations where the Contractor’s Employees are working. The Contractor shall also distribute County-provided notices to each of its Employees at least once per year. The Contractor shall translate posters and handouts into Spanish and any other language spoken by a significant number of Employees.

### 9.1.7 Enforcement and Remedies

If the Contractor fails to comply with the requirements of this subsection, the County shall have the rights and remedies described in this Paragraph in addition to any rights and remedies provided by law or equity.

1. Remedies For Submission of Late or Incomplete Certified Monitoring Reports. If the Contractor submits a certified monitoring report to the County after the date it is due or if the report submitted does not contain all of the required information or is inaccurate or is not properly certified, any such deficiency shall constitute a breach of the Contract. In the event of any such breach, the County may, in its sole discretion, exercise any or all of the following rights/remedies:
  - a. Withholding of Payment. If the Contractor fails to submit accurate, complete, timely and properly certified monitoring reports, the County may withhold from payment to the Contractor up to the full amount of any invoice that would otherwise be due, until the Contractor has satisfied the concerns of the County, which may include required submittal of revised certified monitoring reports or additional supporting documentation.
  - b. Liquidated Damages. It is mutually understood and agreed that the Contractor's failure to submit an accurate, complete, timely and properly certified monitoring report will result in damages being sustained by the County. It is also understood and agreed that the nature and amount of the damages will be extremely difficult and impractical to fix; that the liquidated damages set forth herein are the nearest and most exact measure of damages for such breach that can be fixed at this time; and that the liquidated damages are not intended as a penalty or forfeiture for the Contractor's breach. Therefore, in the event that a certified monitoring report is deficient, including but not limited to being late, inaccurate, incomplete or uncertified, it is agreed that the County may, in its sole discretion, assess against the Contractor liquidated damages in the amount of \$100 per monitoring report for each day until the County has been provided with a properly prepared, complete and certified monitoring report. The County may deduct any assessed liquidated damages from any payments otherwise due to the Contractor.
  - c. Termination. The Contractor's continued failure to submit accurate, complete, timely and properly certified monitoring reports may constitute a material breach of the Contract. In the event of such material breach, the County may, in its sole discretion, terminate the Contract.

2. Remedies for Payment of Less Than the Required Living Wage. If the Contractor fails to pay any Employee at least the applicable hourly living wage rate, such deficiency shall constitute a breach of the Contract. In the event of any such breach, the County may, in its sole discretion, exercise any or all of the following rights/remedies:
  - a. Withholding Payment. If the Contractor fails to pay one or more of its Employees at least the applicable hourly living wage rate, the County may withhold from any payment otherwise due the Contractor the aggregate difference between the living wage amounts the Contractor was required to pay its Employees for a given pay period and the amount actually paid to the employees for that pay period. The County may withhold said amount until the Contractor has satisfied the County that any underpayment has been cured, which may include required submittal of revised certified monitoring reports or additional supporting documentation.
  - b. Liquidated Damages. It is mutually understood and agreed that the Contractor's failure to pay any of its Employees at least the applicable hourly living wage rate will result in damages being sustained by the County. It is also understood and agreed that the nature and amount of the damages will be extremely difficult and impractical to fix; that the liquidated damages set forth herein are the nearest and most exact measure of damages for such breach that can be fixed at this time; and that the liquidated damages are not intended as a penalty or forfeiture for the Contractor's breach. Therefore, it is agreed that the County may, in its sole discretion, assess against the Contractor liquidated damages of \$50 per Employee per day for each and every instance of an underpayment to an Employee. The County may deduct any assessed liquidated damages from any payments otherwise due to the Contractor.
  - c. Termination. The Contractor's continued failure to pay any of its Employees the applicable hourly living wage rate may constitute a material breach of the Contract. In the event of such material breach, the County may, in its sole discretion, terminate the Contract.
3. Debarment. In the event the Contractor breaches a requirement of this Paragraph, the County may, in its sole discretion, bar the Contractor from the award of future County contracts for a period of time consistent with the seriousness of the breach, in accordance with Los Angeles County Code,

**9.1.8 Use of Full-Time Employees**

The Contractor shall assign and use full-time Employees of the Contractor to provide services under the Contract unless the Contractor can demonstrate to the satisfaction of the County that it is necessary to use non-full-time Employees based on staffing efficiency or County requirements for the work to be performed under the Contract. It is understood and agreed that the Contractor shall not, under any circumstance, use non-full-time Employees for services provided under the Contract unless and until the County has provided written authorization for the use of same. The Contractor submitted with its proposal a full-time Employee staffing plan. If the Contractor changes its full-time Employee staffing plan, the Contractor shall immediately provide a copy of the new staffing plan to the County.

**9.1.9 Contractor Retaliation Prohibited**

The Contractor and/or its Employees shall not take any adverse action which would result in the loss of any benefit of employment, any contract benefit, or any statutory benefit for any Employee, person or entity who has reported a violation of the Living Wage Program to the County or to any other public or private agency, entity or person. A violation of the provisions of this Paragraph may constitute a material breach of the Contract. In the event of such material breach, the County may, in its sole discretion, terminate the Contract.

**9.1.10 Contractor Standards**

During the term of the Contract, the Contractor shall maintain business stability, integrity in employee relations and the financial ability to pay a living wage to its employees. If requested to do so by the County, the Contractor shall demonstrate to the satisfaction of the County that the Contractor is complying with this requirement.

**9.1.11 Employee Retention Rights**

1. The Contractor shall offer employment to all retention employees who are qualified for such jobs. A “retention employee” is an individual:
  - a. Who is not an exempt employee under the minimum wage and maximum hour exemptions defined in the federal Fair Labor Standards Act; and
  - b. Who has been employed by a Contractor under a predecessor Proposition A contract or a predecessor cafeteria services contract with the County for at least six months prior to the date of this new Contract, which

predecessor contract was terminated by the County prior to its expiration; and

- c. Who is or will be terminated from his or her employment as a result of the County entering into this new Contract.
2. The Contractor is not required to hire a retention employee who:
    - a. Has been convicted of a crime related to the job or his or her performance; or
    - b. Fails to meet any other County requirement for employees of a Contractor.
  3. The Contractor shall not terminate a retention employee for the first ninety (90) days of employment under the Contract, except for cause. Thereafter, the Contractor may retain a retention employee on the same terms and conditions as the Contractor's other employees.

#### 9.1.12 **Neutrality in Labor Relations**

The Contractor shall not use any consideration received under the Contract to hinder, or to further, organization of, or collective bargaining activities by or on behalf of the Contractor's employees, except that this restriction shall not apply to any expenditure made in the course of good faith collective bargaining, or to any expenditure pursuant to obligations incurred under a bona fide collective bargaining Contract, or which would otherwise be permitted under the provisions of the National Labor Relations Act.

### 9.2 **LOCAL SMALL BUSINESS ENTERPRISE (SBE) PREFERENCE PROGRAM**

- 9.2.1 This Contract is subject to the provisions of the County's ordinance entitled Local Small Business Enterprise Preference Program, as codified in Chapter 2.204 of the Los Angeles County Code.
- 9.2.2 The Contractor shall not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a Local Small Business Enterprise.
- 9.2.3 The Contractor shall not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report, or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a Local Small Business Enterprise.

9.2.4 If the Contractor has obtained certification as a Local Small Business Enterprise by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this contract to which it would not otherwise have been entitled, shall:

1. Pay to the County any difference between the contract amount and what the County's costs would have been if the contract had been properly awarded;
2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than ten percent (10%) of the amount of the Contract; and
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Non-responsibility and Contractor Debarment).

The above penalties shall also apply to any business that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the state and Internal Services Department of this information prior to responding to a solicitation or accepting a contract award.

### **9.3 TRANSITIONAL JOB OPPORTUNITIES PREFERENCE PROGRAM**

9.3.1 This Contract is subject to the provisions of the County's ordinance entitles Transitional Job Opportunities Preference Program, as codified in Chapter 2.205 of the Los Angeles County Code.

9.3.2 Contractor shall not knowingly and with the intent to defraud, fraudulently obtain, retain, attempt to obtain or retain, or aid another in fraudulently obtaining or retaining or attempting to obtain or retain certification as a Transitional Job Opportunity vendor.

9.3.3 Contractor shall not willfully and knowingly make a false statement with the intent to defraud, whether by affidavit, report or other representation, to a County official or employee for the purpose of influencing the certification or denial of certification of any entity as a Transitional Job Opportunity vendor.

9.3.4 If Contractor has obtained County certification as a Transitional Job Opportunity vendor by reason of having furnished incorrect supporting information or by reason of having withheld information, and which knew, or should have known, the

information furnished was incorrect or the information withheld was relevant to its request for certification, and which by reason of such certification has been awarded this contract to which it would not otherwise have been entitled, shall:

1. Pay to the County any difference between the contract amount and what the County's costs would have been if the contract had been properly awarded;
2. In addition to the amount described in subdivision (1), be assessed a penalty in an amount of not more than ten percent (10%) of the amount of the contract; and
3. Be subject to the provisions of Chapter 2.202 of the Los Angeles County Code (Determinations of Contractor Non-responsibility and Contractor Debarment).

The above penalties shall also apply to any entity that has previously obtained proper certification, however, as a result of a change in their status would no longer be eligible for certification, and fails to notify the certifying department of this information prior to responding to a solicitation or accepting a contract award.

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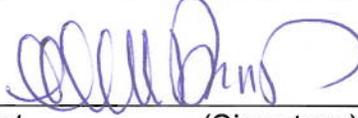
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IN WITNESS WHEREOF, the Contractor has executed this Contract, or caused it to be duly executed and the County of Los Angeles, by order of its Board of Supervisors has caused this Contract to be executed on its behalf by the Chairman of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, the day and year first above written.

CONTRACTOR: (SEPCO EARTHSCAPE, INC.)

By   
Sepehr Raafat (Signature)  
President  
Title

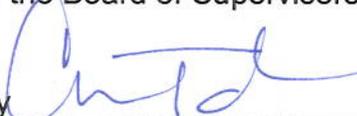


COUNTY OF LOS ANGELES

By   
Mark Ridley-Thomas, Chairman

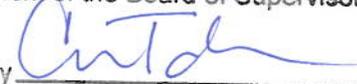
ATTEST:

SACHI HAMAI  
Executive Officer-Clerk  
of the Board of Supervisors

By 

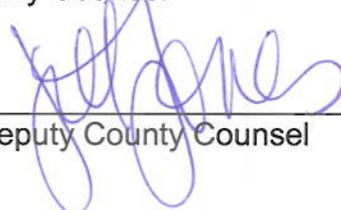
I hereby certify that pursuant to  
Section 25103 of the Government Code,  
a copy of this document has been made.

SACHI A. HAMAI  
Executive Officer  
Clerk of the Board of Supervisors

By   
Deputy

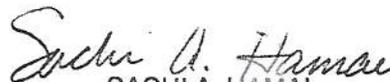
APPROVED AS TO FORM:

JOHN KRATTLI  
County Counsel

By   
Deputy County Counsel

**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

18 FEB 12 2013

  
SACHI A. HAMAI  
EXECUTIVE OFFICER

77914

# **EXHIBIT A**

## **STATEMENT OF WORK**

### **LANDSCAPE AND GROUNDS MAINTENANCE SERVICES**

**AREA 3**

**AREA 4**

**AREA 5**

**STATEMENT OF WORK  
LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREAS 3, 4, AND 5  
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# STATEMENT OF WORK (SOW)

## 1.0 SCOPE OF WORK

The Contractor shall provide landscape and grounds maintenance services for the County of Los Angeles Public Library facilities listed in Attachment I, Service Location and Specifications – Area 3, Attachment II, Service Location and Specifications – Area 4, Attachment III, Service Location and Specifications – Area 5, and Attachment IV, Service Location and Specifications – Los Nietos Community and Senior Center by providing all labor, supervision, equipment, materials and supplies necessary for Contractor's performance under this Contract. The landscape and grounds maintenance services include, but are not limited to: site inspection, litter control, mowing and edging of turf, providing weed control and/or eradication of weeds, raking planter beds and turf area, sweeping, aerification of turf area, rodent control, pruning and trimming of shrubs/hedges, pruning and annual trimming of trees, operating and maintaining water and irrigation systems, applying fertilizer, insect/disease control, plant material management, and providing the necessary on-going maintenance of additional tasks as provided for herein. The Contractor shall also perform Unanticipated Work as described in SOW Section 9.0 – Unanticipated Work, on an as-needed basis as determined and authorized by the County. All unanticipated work will be coordinated by the County Contract Project Monitor and shall be considered completed upon successful inspection.

The Contractor acknowledges personal inspection of the facilities and has evaluated the extent to which the physical condition thereof will affect the services to be provided. The Contractor accepts the premises in their present physical condition, and agrees to make no demands upon the County for any improvements or alterations thereof.

## 2.0 DEFINITIONS

Throughout this SOW, references are made to certain persons, groups, or Departments/Agencies. For convenience, a description of specific definitions can be found in the Contract, Section 2.0 – Definitions. The headings are for convenience and reference only and are not intended to define the scope of any provision thereof.

## 3.0 ADDITION/DELETION OF LIBRARY FACILITIES, SPECIFIC TASKS AND/OR WORK HOURS

3.1 The County reserves the right to amend the Contract to reflect any changes by an increase or decrease in the number of library facilities as listed on Attachments I, II, III, and IV. The County will notify the Contractor, in writing, at least ten (10) business days prior to the effective date of the modification. Exhibit B – Pricing Schedule, in the Contract requires that proposals include a flat weekly rate for each library facility. The rate specified will be used to adjust the Contract price in the event of an increase or decrease in days of service. The Contractor shall be compensated for the maintenance of additional library facilities designated after the Contract's commencement date based on the submission of an approved maintenance cost per library

facility. This cost estimate shall not exceed the cost to provide landscape and grounds maintenance services for a similar size library facility being maintained. Payment adjustment shall be made to reflect such modification in services on a pro-rata basis commensurate with the number of library facilities and/or days of service increased or decreased in the affected area. The County will determine the need for modification referenced herein. Upon Board delegation, the County Librarian or his/her designee will have authority to sign the amendment for the County. All standard terms and conditions in the current Contract shall extend to any library facility added in the amendment.

- 3.2 All changes must be made in accordance with Sub-section 8.1 – Amendments, of the Contract.

#### **4.0 QUALITY CONTROL**

The Contractor shall establish and utilize a comprehensive Quality Control Plan to assure the County a consistently high level of service throughout the term of the Contract. The plan shall be submitted to the County's Contract Project Monitor for review. The plan shall include, but may not be limited to the following:

- 4.1 Method of monitoring to ensure that the Contract requirements are being met.
- 4.2 A record of all inspections conducted by the Contractor, any corrective action taken, the time a problem was first identified, a clear description of the problem, and the time elapsed between identification and completed corrective action, shall be provided to the County upon request.
- 4.3 The Contractor shall maintain a written log of all complaints, the date, time, and the action taken or reason for the inaction. The log of complaints shall be open to inspection by the County either in person, mailed, faxed, or emailed to the County upon request.
- 4.4 The Contractor shall maintain and keep current a report that records when all periodic, annual, seasonal, additional work and maintenance functions performed by the Contractor's employee were completed. The report shall be in a form and content acceptable and available to the County. It shall be mailed, faxed, or emailed to the County upon request.
- 4.5 All complaints shall be addressed as soon as possible by the Contractor. If a complaint is not abated within the time specified or to the satisfaction of the County, the County may correct the specific complaint and the total cost incurred by the County will be assessed from the Contractor's monthly invoice. Refer to Statement of Work Exhibits, Exhibit 2 – Performance Requirements Summary for non-compliance.

- 4.6 The Contractor shall thoroughly complete each task in a professional manner. To this end, quality equipment and materials that comply with all current regulations and standards shall be used.

## **5.0 QUALITY ASSURANCE PLAN**

The County will evaluate the Contractor's performance under this Contract using the quality assurance procedures as defined in this Contract, Section 8.0 – Standard Terms and Conditions, Sub-section 8.15 – County's Quality Assurance Plan.

### **5.1 MEETINGS**

The Contractor is required to attend any scheduled meetings (as needed). Advance notification will be given at least one (1) business day prior; however, depending on the importance of the issue, a meeting may be scheduled during the same business day. Failure to attend will result in an assessment of Two-Hundred Dollars (\$200.00). Refer to Statement of Work Exhibits, Exhibit 2 – Performance Requirements Summary.

### **5.2 ANNUAL EVALUATION**

The County, or its agent, will evaluate the Contractor's performance under the Contract on not less than an annual basis. Such evaluation will include assessing the Contractor's compliance with all Contract terms and performance standards. The report will include improvement/corrective action measures taken by the County and the Contractor. Contractor deficiencies, which the County determines as severe or continuing and that may place performance of the Contract in jeopardy if not corrected, may be reported to the Board. If improvement does not occur consistent with corrective action measures, the County may terminate the Contract or impose other penalties as specified in the Contract.

### **5.3 CONTRACT DISCREPANCY REPORT**

Verbal notification of a complaint will be made to the County's Contract Project Monitor as soon as a problem is identified. The problem shall be resolved within a time period mutually agreed upon by the County and the Contractor.

The County's Contract Project Monitor will issue a formal Contract Discrepancy Report (Statement of Work Exhibits, Exhibit I – Contract Discrepancy Report). Upon receipt of this document, the Contractor is required to respond in writing to the County's Contract Project Monitor within five (5) business days, acknowledging the reported discrepancies or presenting contrary evidence. A plan for correction of all deficiencies identified in the Contract Discrepancy Report shall be submitted to the County's Contract Project Monitor within ten (10) business days.

## 5.4 COUNTY OBSERVATIONS

In addition to departmental contracting staff, other County personnel may observe performance, activities, and review documents relevant to this Contract at any time during normal business hours. However, these personnel may not unreasonably interfere with the Contractor's performance.

## 6.0 RESPONSIBILITIES

The County's and the Contractor's responsibilities are as follows:

### COUNTY

#### 6.1 PERSONNEL

The County will administer the Contract according to the Contract provisions under, Section 6.0 – Administration of Contract – County. Specific duties will include:

- 6.1.1 Monitoring the Contractor's performance in the daily operation of this Contract.
- 6.1.2 Providing direction to the Contractor in areas relating to policy, information and procedural requirements.
- 6.1.3 Preparing Amendments in accordance with the Contract, Section 8.0 – Standard Terms and Conditions, Sub-section 8.1 – Amendments.

#### 6.2 KEYS/REMOTE CONTROLS

The County will provide two (2) sets of keys/remote controls for access, at no cost to the Contractor, to all library facilities listed in Attachments I, II, III, and IV that need keys/remote controls for access. The Contractor shall acknowledge receipt of the keys/remote controls on a memorandum furnished by the County. All such keys/remote controls are property of the County and shall be returned to the County's Contract Project Manager upon termination of the Contract. **At no time are the keys to be duplicated by the Contractor.** Any lost keys/remote controls will be replaced by the County at the expense of the Contractor at the same current replacement cost that the County pays. If a key/remote control is bent/broken/damaged in any way, a new one shall be re-issued and receipt acknowledged once the damaged key/remote control is returned. The Contractor accepts full responsibility for all keys/remote controls issued.

#### 6.3 UTILITIES

The County will provide all utilities, including gas, electricity, and water. However, water usage shall not exceed an amount required to comply with irrigation schedules established by the County. The Contractor shall pay for

all excessive utility usage due to the Contractor's failure to monitor irrigation system malfunctions or unauthorized increases in the frequency of irrigation. The excess cost will be determined by comparing current usage with historical usage for the same time period. The excess cost factor, to be deducted from payments to the Contractor from the County will be presented to the Contractor by the County prior to the actual deduction to allow for explanations.

At no time are County telephones, computers or any County peripherals to be used for personal use.

## **CONTRACTOR**

### **6.4 CONTRACT PROJECT MANAGER**

6.4.1 The Contractor shall provide a full-time Contract Project Manager or designated alternate. The County must have access to the Contract Project Manager during all hours, 365 days per year. The Contractor shall provide a telephone number where the Contract Project Manager may be reached on a twenty-four (24) hour per day basis.

6.4.2 The Contract Project Manager shall act as a central point of contact with the County.

6.4.3 The Contract Project Manager shall have a minimum of three (3) years of experience.

6.4.4 The Contract Project Manager/alternate shall have full authority to act for the Contractor on all matters relating to the daily operation of the Contract. The Contract Project Manager/alternate shall be able to effectively communicate, in English, both orally and in writing.

### **6.5 PERSONNEL**

6.5.1 The Contractor shall assign fully trained and qualified personnel.

6.5.2 The Contractor shall assign a sufficient number of employees to perform the required work. **At least one employee on site shall be authorized to act for the Contractor in every detail and must speak and understand English.**

6.5.3 The Contractor shall be required to background check their employees as set forth in Sub-section 7.5 - Background and Security Investigations, of the Contract and Security Investigations, of the Contract and Paragraph 6.5.6 of this Sub-section.

- 6.5.4 The Contractor shall ensure that **only** personnel assigned to the Contract or specialty crew are permitted on the library grounds at all times. Refer to the Statement of Work Exhibits, Exhibit 2 – Performance Requirements Summary for non-compliance.
- 6.5.5 The County may, at any time, give the Contractor written notices to the effect that the conduct or action of a designated employee of the Contractor is, in the reasonable belief of the County, detrimental to the interest of the public patronizing the premises. The Contractor shall meet with representatives of the County to consider the appropriate course of action with respect to such matter and the Contractor shall take reasonable measures under the circumstances to assure the County that the conduct and activities of the Contractor’s employee shall not be detrimental to the interest of the public patronizing the premises. The County has the right to approve or disapprove the Contractor’s employees as set forth in Sub-section 7.2 – Approval of Contractor’s Employee, of the Contract.
- 6.5.6 No personnel employed by the Contractor and providing the services herein shall have a criminal conviction record or pending criminal trial for a felony or misdemeanor offense, unless such record has been disclosed and employment of the employee for this service has been approved in writing by the County.
- 6.5.7 The Contractor cannot assign employees under the age of eighteen (18) to perform work at the library facilities listed in the Contract.
- 6.5.8 The Contractor’s employees’ activities shall be closely monitored to detect operational irregularities and non-compliance with contractual requirements. It is the Contractor’s responsibility to see that the organization oversees the activities, and does not delay, ignore, or otherwise limit contractual obligations to a task, site or operational request from the County.

## 6.6 **UNIFORMS AND IDENTIFICATION BADGES**

- 6.6.1 The Contractor’s employees that are assigned to County facilities shall wear an appropriate uniform at all times. The uniform is to consist of a shirt with the company name on it. Uniform pants are optional. All uniforms, as required and approved by the County’s Contract Project Director or his/her designee, will be provided by and at the Contractor’s expense.

- 6.6.2 The Contractor shall ensure that their employees are appropriately identified as set forth in Sub-section 7.3 – Contractor’s Employee Identification of the Contract.
- 6.6.3 The Contractor shall ensure that every on-duty Contractor employee wears a visible photo identification badge identifying the following: employee name, physical description, and company name. Such badge shall be displayed on employee’s person at all times when he/she is on County designated property.
- 6.6.4 The Contractor may be assessed liquidated damages for failure to comply with Uniform and Identification Badges. Refer to, Statement of Work Exhibits, Exhibit 2 – Performance Requirements Summary.

**6.7 MATERIALS AND EQUIPMENT**

- 6.7.1 The Contractor is responsible for purchasing all materials and equipment to provide the needed services of the library facilities. The Contractor shall pay out of its own resources, all costs and charges in connection with collections. The County has no obligation to pay for expenditures incurred by the Contractor that exceed the Contract amount, scope of work, or Contract terms.
- 6.7.2 The Contractor shall use materials and equipment that are commercial grade, safe for the environment, and that are safe for use by the employee. All Contractor employees must wear safety and protective equipment in accordance with the State of California OSHA standards and shall be maintained in accordance to the manufacturer’s standards and specifications.
- 6.7.3 The Contractor is required to keep all equipment used to maintain the library facilities in a safe and operable manner. All equipment shall be checked daily for safety.
- 6.7.4 The Contractor shall be required to clearly identify and equip each vehicle used at said facilities with decals on the exterior right and left front door panels identifying the Contractor’s name, and phone number.

**6.8 TRAINING**

- 6.8.1 The Contractor shall be responsible for ensuring that each Contractor employee is familiar with the entire library facility that they shall service.

- 6.8.2 Contractor shall provide training programs for all new employees and continuing in-service training for all employees.
- 6.8.3 All Contractor employees shall be trained in their assigned tasks and in the safe handling of equipment.
- 6.8.4 The Contractor's crew leader and operational staff, as well as their supervisory and management staff, shall be fully versed in the operational mandates and time lines. An outline of the task requirements, schedule, and time lines for each facility shall be kept with each operating crew.
- 6.8.5 All company training records must include a course outline of subjects trained and a signature from the employee acknowledging training and understanding. Training records including course materials must be available for inspection at the request of the County.

## 6.9 **CONTRACTOR'S OFFICE**

The Contractor shall maintain an office with a telephone in the company's name where the Contractor conducts business.

### 6.9.1 **Business Hours**

The Contractor's office shall be staffed during the hours of 8:00 a.m. to 5:00 p.m. (PST), Monday through Friday, by at least one employee who can respond to inquires and complaints which may be received about the Contractor's performance of the Contract. **If an answering service receives the call during normal business hours, the Contractor must respond within thirty (30) minutes of receipt of the call.** Refer to the Statement of Work Exhibits, Exhibit 2 – Performance Requirement Summary for non-compliance.

### 6.9.2 **After-Hours**

When the Contractor's office is closed, an answering service shall be provided to receive calls. **If an answering service receives the call after business hours, the Contractor must respond within thirty (30) minutes of receipt of the call.** Refer to the Statement of Work Exhibits, Exhibit 2 – Performance Requirements Summary for non-compliance.

## 6.10 **CONTRACTOR'S DAMAGE**

- 6.10.1 All damages incurred to existing library facilities by the Contractor's operation shall be repaired or replaced at the Contractor's expense.

6.10.2 All such repairs or replacements shall be completed within the following agreed upon time frames:

1. Irrigation damage shall be repaired or replaced within one (1) watering cycle.
2. All damages to shrubs, trees, turf or ground cover shall be repaired or replaced within five (5) working days.

6.10.3 All repairs or replacements shall be completed according to the following maintenance practices:

1. Trees

Minor damage such as bark lost from impact of mowing equipment shall be remedied by a qualified tree surgeon or certified arborist. If damage results in loss of a tree, the damaged tree shall be removed and replaced to comply with the specific instructions of the County.

2. Shrubs

Minor damage may be corrected by appropriate pruning as required in Section 17.0 – Specific Work Requirements, subsection 17.9 – Clearance, Shrub Pruning and Hedge Trimming/Shaping.

3. Chemicals

All damage resulting from chemical operation, either spray-drift or lateral leaching shall be corrected according to the aforementioned maintenance practices and the soil conditioned to insure its ability to support plant life.

4. Appurtenances

All damage caused to components from accidents or cumulative effects of the Contractor's employees improperly applying materials or other incidents caused by the carelessness of the Contractor's employees shall be corrected at the Contractor's expense.

5. Tree Replacement

All trees permanently damaged will be replaced at County's expense with the exception of those damaged or destroyed due to fault of the Contractor or its employees. Replacement shall be with the identical species of tree existing previously, unless otherwise notified in writing by the County Contract Project Director or designee. Size of the replacement shall be of like size not to exceed twenty-four (24) inch box specimen

container size. The need for replacement will be determined by the County Contract Project Director or designee.

#### **6.11 EMERGENCY PROCEDURES**

The Contractor shall immediately report any emergency situations such as vandalism, broken water pipes, windows, doors, etc., by calling the following:

1. During County business hours, the Contractor shall call the County Contract Project Monitor.
2. After County business hours, the Contractor shall call the County of Los Angeles Public Library's Emergency Contact Numbers that will be provided to the Contractor once the Contract commences. If no contact is made with the numbers provided, then the Contractor shall call the Los Angeles County Operator at (213) 974-1234.

#### **7.0 HOURS AND DAYS OF MAINTENANCE SERVICES**

- 7.1 The basic daily hours of landscape and grounds maintenance services shall be Monday through Friday from 6:00 a.m. to 3:30 p.m.
- 7.2 The Contractor shall provide adequate staffing to perform the required maintenance services during the prescribed days and hours per week. Any changes in the days and hours of operation prescribed above shall be subject to approval by the County.
- 7.3 The Contractor shall not work or perform any operations, particularly during periods of inclement weather, which may destroy or damage groundcover or turf areas.
- 7.4 The Contractor recognizes, that during the course of this Contract, other activities and operations may be conducted by County work forces and other contracted parties. The Contractor may be required to modify or curtail certain tasks and operations and shall promptly comply with any request therefore by the County.
- 7.5 The County will provide a list of County-recognized holidays, on which the Contractor is not expected to work.

#### **8.0 MAINTENANCE SCHEDULES**

- 8.1 The Contractor shall submit for review and approval a maintenance schedule for each library facility to the County's Contract Project Manager within ten (10) business days prior to the start of the Contract. Said maintenance schedules shall be set on an annual calendar identifying all the required on-going maintenance tasks and task frequencies including, but not limited to:
  1. Fertilization

2. Aerification
  3. Tree Trimming
  4. Other items as determined by the County.
- 8.2 Schedules shall be adhered to at all times unless the County is otherwise notified of a change.
- 8.3 The Contractor shall submit revised schedules when actual performance differs substantially from planned performance. Said revisions shall be submitted to the County's Contract Project Manager for review and approval within five (5) business days prior to scheduled time for work.
- 8.4 The above provisions are not to be construed to eliminate the Contractor's responsibility in complying with the requirements to notify the County for Specialty Type maintenance as set forth immediately hereinafter.

## **9.0 UNANTICIPATED WORK**

- 9.1 The County's Contract Project Director, or his/her designee may authorize the Contractor to perform unanticipated work, including, but not limited to, repairs and replacements when the need for such work arises out of extraordinary incidents such as vandalism, acts of God, and third party negligence; or to add to, modify or refurbish existing facilities.
- 9.2 The Contractor shall prepare and submit a written description of the work with an estimate of labor and materials prior to performing any unanticipated work. If immediate action is needed, a verbal authorization can be given to perform unanticipated work and a written description of the work completed with an estimate of labor and materials can be submitted within one (1) business day to the County. If the unanticipated work exceeds the Contractor's estimate, the County's Contract Project Director, or his/her, designee must approve the excess cost. In any case, no unanticipated work shall commence without written/verbal authorization from the County.
- 9.3 The Contractor shall commence all unanticipated work on the established specified date. The Contractor shall proceed diligently to complete said work within the time allotted.
- 9.4 The County reserves the right to perform unanticipated work itself or assign the work to another Contractor.

## **9.5 SPECIAL EVENTS**

The Contractor shall provide landscaping and grounds maintenance services for all "special events" which may be scheduled during non-public hours. This shall include evening and weekends. Whenever possible, the County will provide notice to the Contractor within five (5) business days before each event. Due to the nature of these functions, it is anticipated

that the Contractor can provide the necessary service by rescheduling his work force rather than incurring premium overtime pay.

#### **9.6 ADDITIONAL SPECIALTY/AS-NEEDED SERVICES**

The Contractor shall provide “Additional Specialty/As-Needed Services” to all library facilities when it is requested. “Additional Specialty/As-Needed Services” is work that is requested by the County. Refer to the Contract, Exhibit B – Pricing Schedule for each library facility. Whenever possible, the County’s Contract Project Monitor will provide notice to the Contractor within five (5) business days the service is to be completed. The County’s Contract Project Monitor can establish an allotted time-frame when the service can be completed.

### **10.0 USE OF CHEMICALS**

- 10.1 All Contractors’ work involving the use of chemicals shall be in compliance with all federal, state and local laws and shall be accomplished by a Certified Applicator under the direction of a Licensed Pest Control Advisor (PCA). The Contractor, in complying with the California Food and Agricultural Code, shall provide a copy of a valid Pest Control Operator’s License, a valid Pest Control Advisor’s License, and a Qualified Applicator’s License in the proper categories for the work to be done, or a copy of said licenses from a Subcontractor prior to using any and all applicable chemicals within the area(s) to be maintained for the County.
- 10.2 A listing of proposed chemicals to be used including commercial name, application rates, and type of usage shall be submitted to the County for approval at the commencement of the Contract. No work shall begin until written approval of use is obtained from the County.
- 10.3 Chemicals shall only be applied by those persons possessing a valid California Certified Applicator’s license. Application shall be in strict accordance with all governing regulations.
- 10.4 Records of all operations stating dates, times methods of application, chemical formulations, applicator’s names, and weather conditions shall be made and retained in an active file for a minimum of four (4) years.
- 10.5 All chemicals requiring a special permit for use must be registered with the County Agricultural Commissioner’s Office and a permit obtained with a copy to the County.
- 10.6 All regulations and safety precautions listed in the “Pesticide Information and Safety Manual” published by the University of California shall be adhered to.
- 10.7 Chemicals shall be applied when air currents are still, to prevent drifting onto adjacent property and toxic exposure to persons whether or not they are in or near the area of application.

## 11.0 SAFETY

- 11.1 The Contractor agrees to perform all work outlined in this Contract in a way that meets all accepted standards for safe practices during the maintenance operation and to safely maintain equipment and materials or other hazards consequential or related to the work; and agrees additionally to accept the sole responsibility for complying with all local, county, state or other legal requirements including but not limited to full compliance with the terms of the applicable O.S.H.A and Cal-O.S.H.A Safety Orders at all times to protect all persons including the Contractor's employees, agents of the County, vendors, members of the public or others from foreseeable injury or damage to their property. The Contractor shall inspect all potential hazards at said facilities and keep a log indicating dates inspected and action taken.
- 11.2 It shall be the Contractor's responsibility to inspect, and identify, any condition(s) that renders any portion of the premises unsafe, as well as any unsafe practices occurring thereon. The County shall be notified immediately of any unsafe condition that requires major correction. The Contractor shall be responsible for making minor corrections including but not limited to filling holes in turf areas, using barricades or traffic cones to alert patrons of the existence of hazards, replacing valve box covers, and to protect members of the public or others from injury. During normal hours the Contractor shall obtain emergency medical care for any member of the public who is in need thereof, because of illness or injury occurring on the premises. The Contractor shall cooperate fully with County in the investigation of any accidental injury or death occurring on the premises including a complete written report thereof to the County within five (5) days following the occurrence.
- 11.3 The Contractor is responsible for ensuring that the Contractor employees are properly equipped and attired (work gloves, uniform, eye and ear protection, etc.) to ensure their safety. The Contractor is responsible for replacing any equipment and attire that no longer comply with the safety standard. **Failure to comply will result in liquidated damages.** Refer to Statement of Work Exhibits, Exhibit 2 – Performance Requirements Summary.

### 11.4 NOISE

The Contractor shall not prepare for or initiate any operations or use any equipment before 7:00 a.m. that would violate local noise ordinances or noise reduction needs.

## 12.0 NON-INTERFERENCE

The Contractor shall not interfere with the public use of the premises and shall conduct its operations as to offer the least possible obstruction and inconvenience to the public or disruption to the peace and quiet of the area within which the services are performed.

### **13.0 SIGNS/IMPROVEMENTS**

The Contractor shall not post signs or advertising matter upon the premises or improvements thereon, unless prior approval is obtained from the County.

### **14.0 NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM**

The Contractor shall not allow any debris from its operations under this Contract to be deposited into the storm drains and/or gutters in violation of the National Pollutant Discharge Elimination System.

### **15.0 STORAGE FACILITIES**

The County will not provide storage facilities for the Contractor.

### **16.0 REMOVAL OF DEBRIS**

All debris derived from the landscape and grounds maintenance services specified herein shall be removed from County property and disposed of at the Contractor's expense.

### **17.0 SPECIFIC WORK REQUIREMENTS – LANDSCAPE MANAGEMENT**

The Contractor shall thoroughly complete each task in a professional, workmanlike manner. The Contractor shall provide the labor, and will use quality equipment and materials that comply with all current regulations, and are necessary for the provision of grounds and landscape maintenance services, except as otherwise specified hereinafter. Tasks shall be performed with nothing but the highest of standards at no less than the frequencies set forth herein. The safety of workers and the public shall be paramount.

The Contractor has the responsibility of providing fully trained and qualified employees as well as appropriate material, supplies, and equipment.

#### **17.1 SITE INSPECTION AND REPORTING**

17.1.1 Site Inspection and Reporting shall be performed fifty-two (52) times per year; once each week.

17.1.2 Prior to proceeding with any landscape and grounds maintenance task, the site shall be inspected by a knowledgeable and responsible Contractor employee, who will determine the practicality of initiating the operation. In addition, inspection shall include evaluation of overgrown, dead and/or damaged trees and shrubs. The Contractor is responsible for reporting and making recommendations for improvement to the County's Contract Project Manager.

17.1.3 Concrete areas shall be checked for cracks, crevices, and deterioration. When found the Contractor shall immediately notify the County's Contract Project Monitor.

- 17.1.4 If an operation cannot be thoroughly completed within the designated time frame; the Contractor shall immediately notify the County's Contract Project Monitor.

## 17.2 LITTER CONTROL

- 17.2.1 Litter Control shall be performed fifty-two (52) times per year; once each week.
- 17.2.2 Thorough visual inspections and litter pickups to remove paper, rocks, glass, trash, undesirable materials, including fallen tree branch(es) that could fit in the bed of a mini-truck and be handled by one person, without reduction, siltation, and other accumulated debris within the hard surfaces, developed, bare, and undeveloped areas to be maintained including but not limited to: walkways, roadways, service roads, between and around planted areas, steps, planters, drains, stream beds, areas on slopes from the toe or top of the slope to ten (10) feet up or down the slope adjacent to developed areas, catch basins, shall be accomplished to ensure a neat appearance.
- 17.2.3 Thorough visual inspections and litter pickup and supplemental hand sweeping of parking lot corners and other parking lot areas inaccessible to power equipment, shall be accomplished to ensure a neat appearance.
- 17.2.4 Litter pickup shall be completed as early in the day as possible.
- 17.2.5 Litter picked up on the site shall be placed in appropriate trash bins.

## 17.3 SWALES AND DRAINS

- 17.3.1 The Contractor shall maintain all swales and drains in an operable condition, and free of siltation and debris so that water will have an unimpeded passage to its outlet, by performing the hereafter specified operations and all other work incidental thereto.
- 17.3.2 Swales shall be inspected and kept clear of all silt, debris and litter.
- 17.3.3 Drains and collection boxes shall be cleaned and cleared of all debris.
- 17.3.4 Drain grates shall be inspected to restrict hazards. The Contractor shall immediately notify the County's Contract Project Monitor of any broken or missing grates, and secure same to keep the area safe for public use.

## 17.4 MOWING

- 17.4.1 Mowing operations of all turf areas shall be performed forty-three (43) times per year as follows:
1. During the warm season (April 1 through November 30) all turf areas shall be mowed no less than once each week for a total of thirty-five (35).
  2. During the cool season (December 1 through March 31) all turf areas shall be mowed no less than once every two weeks for a total of eight (8).
- 17.4.2 Mowing operations shall be performed in a professional manner that ensures a smooth surface appearance without scalping or allowing excessive cuttings to remain.
- 17.4.3 All equipment shall be adjusted to proper cutting heights and shall be adequately sharpened.
- 17.4.4 Mowing height shall be appropriate to turf species, season, and use parameters. Mowing heights may vary for special events and conditions.
- 17.4.5 Mowing operation shall be on a schedule that is acceptable to the County.
- 17.4.6 Walkways shall be cleaned immediately following each mowing so that no clippings create a hazardous condition.
- 17.4.7 Mowing of turf at each facility shall be completed in one operation.

## 17.5 MECHANICAL EDGING

- 17.5.1 Mechanical edging of all turf areas shall be performed twenty-six (26) times per year as follows:
1. During the warm season (April through November) mechanical edging shall be performed no less than once every two weeks for a total of eighteen (18).
  2. During the cool season (December through March) mechanical edging shall be performed no less than once every two weeks for a total of eight (8).
- 17.5.2 Mechanical edging of groundcover shall be performed twelve (12) times per year; once each month.
- 17.5.3 All turf edges, including designed edges in flower beds, shall be kept neatly edged and all grass invasions must be eliminated.

- 17.5.4 All turf edges including but not limited to sidewalks, driveways, curbs, shrub beds, flower beds, groundcover beds, and around tree bases shall be edged to be a neat and uniform line.
- 17.5.5 Mechanical edging of turf shall be completed as one operation in a manner that results in a well-defined, V-shaped edge that extends into the soil. Such edging shall be done with a power edger with a rigid blade.
- 17.5.6 All turf edges shall be trimmed or limited around sprinklers to provide optimum water coverage, valve boxes, meter boxes, backflow devices, equipment and other obstacles.
- 17.5.7 All groundcover and flower bed areas where maintenance next to turf areas shall be kept neatly edged and all grass invasions eliminated.
- 17.5.8 Walkways shall be cleaned immediately following each mechanical edging to remove accumulated debris and limit hazardous conditions.

## 17.6 WEED REMOVAL

- 17.6.1 Weed removal shall be performed as follows:
  - 1. Walkways, beds, planters, and landscape shall be performed fifty-two (52) times per year; once each week.
  - 2. Developed areas of a facility that have become denuded shall be performed twenty-six (26) times per year; once every two weeks.
  - 3. Designated areas of a facility which are left in a natural state so that the plant's root systems are utilized to stabilize the soil, may occasionally need to be controlled to a given height for appearance or fire suppression reasons shall be performed twenty-six (26) times per year; once every two weeks.
- 17.6.2 All grass-like weeds, morning glory or vine-weed types, ragweed, and/or other underground spreading weeds shall be kept under strict control.
- 17.6.3 Methods for removal of weeds can incorporate one or all four of the following:
  - 1. Hand removal (Mechanical)
  - 2. Cultivation
  - 3. Chemical Eradication
  - 4. Mulching

- 17.6.4 Remove or control all weeds and grass from the following areas: beds, planters, walkways, drainage areas, expansion joints in all hard surface areas, driveways, roadways, slopes and hillsides, bare areas, and undeveloped areas.
- 17.6.5 Remove all weeds mechanically from shrub beds, planters, and other cultivated areas.
- 17.6.6 Weeds treated using a contact weed chemical or systematic chemical shall be left in place per manufacturer's recommendation. If the kill is not completed by the time specified in the manufacturer's recommendation, a second application, at no additional cost to the County shall be made.
- 17.6.7 After a complete kill; all dead weeds shall be removed from the areas.

## 17.7 **RAKING**

- 17.7.1 Raking shall be performed fifty-two (52) times per year; once each week.
- 17.7.2 Accumulation of leaves shall be removed from all landscape areas including beds, planters and turf areas, under trees and shall be removed and disposed of offsite at the end of each day's work.

## 17.8 **SWEEPING**

- 17.8.1 Sweeping shall be performed fifty-two (52) times per year; once each week.
- 17.8.2 Walkways and steps shall be cleaned including but not limited to the removal of all foreign objects from surfaces such as gum, grease, broken glass, cans, bottles, and other foreign objects not designed to be part of the landscape.
- 17.8.3 Methods for sweeping of designed areas may incorporate one or all of the following:
  - 1. Power pack blowers
  - 2. Vacuums
  - 3. Brooms
  - 4. Push power blowers
- 17.8.4 In the event the Contractor elects to use power equipment to complete such operations, the Contractor shall be subject to local ordinances regarding noise levels. If power blowers are

forbidden, the Contractor shall find alternate ways to accomplish the task. The Contractor shall not use any power equipment prior to 7:00 a.m., nor later than 3:30 p.m. Further, any schedule of such operations may be modified by the County in order to insure that the public is not unduly impacted by the noise or dust pollutants created by such equipment.

17.8.5 Supplemental hand sweeping of parking lot corners and other parking lot areas are required in those areas inaccessible to power equipment.

17.8.6 When using power equipment in the parking lot area around vehicles, the Contractor shall take care to ensure that no debris is sprayed or left on the vehicles.

**17.9 CLEARANCE, SHRUB PRUNING AND HEDGE TRIMMING/SHAPING**

17.9.1 Clearance, shrub pruning and hedge trimming/shaping shall be performed twelve (12) times per year; once each month.

17.9.2 Prune shrubs to encourage healthy growth habits and shaped in order to retain their natural form and proportionate size. Restrict growth of shrubbery to area behind curbs and walkways within planter beds by trimming. Under no circumstances shall hedge shears be used as a means of pruning.

17.9.3 All plant materials shall be pruned where necessary to maintain access and safe vehicular and pedestrian visibility and clearance and to prevent or eliminate hazardous situations.

17.9.4 All dead shrubs shall be removed with approval from the County's Contract Project Manager.

17.9.5 All dead, diseased and unsightly branches, vines or other growth shall be removed as they develop.

17.9.6 All ground cover areas shall be pruned to maintain a neat edge along planter box walls. Any runners that start to climb buildings, shrubs or trees shall be pruned out of these areas.

17.9.7 All pruned or trimmed plant material shall be removed and disposed of offsite at the end of each day's work.

**17.10 AERIFICATION**

17.10.1 Aerification shall be performed two (2) times per year during April through November.

- 17.10.2 All Aerification shall be approved by the County prior to application.
- 17.10.3 Aerate all turf areas by using a device that removes one-half (1/2) inch cores to depth of two (2) inches and not more than six (6) inch spacing.

#### **17.11 FERTILIZATION**

- 17.11.1 Fertilization shall be performed three (3) times per year during the months of April through November.
- 17.11.2 All fertilization shall be approved by the County prior to application.
- 17.11.3 Application of the fertilizer shall be done in sections, determined by the areas covered by each irrigation system. All areas fertilized shall be thoroughly soaked immediately after fertilization.
- 17.11.4 All turf areas shall receive not less than one (1) pound of actual available nitrogen in a balance fertilizer form for each one thousand (1,000) square feet of turf area. All fertilizer shall be inorganic and granular in form with an approximate ratio of 4-1½-2.
- 17.11.5 Areas shall be fertilized utilizing ratios and mixtures recommended by the County at the rate of application per the manufacturer's recommendation.

#### **17.12 CHEMICAL EDGING/DETAILING**

- 17.12.1 Chemical edging and detailing shall be performed twelve (12) times per year; once each month.
- 17.12.2 Prior to proceeding with any chemical application, the site is to be inspected by a knowledgeable and responsible Contractor employee, who will determine the practicality of initiating the operation.
- 17.12.3 Chemical application may be used in and around areas such as planters, areas adjacent to trees, fence lines, sprinkler heads, etc. Prior to application of chemicals, all areas shall be trimmed to proper mowing height. Chemicals shall be applied in a manner to minimize drift. Precautionary measures shall be employed since all areas will be open for public access during application.
- 17.12.4 Water shall not be applied to treated areas for forty-eight (48) hours after each application.

- 17.12.5 Where trees and shrubs occur in turf areas, all grass growth shall be limited to at least eighteen (18) inches away from the trunks of trees and away from the drip line of shrubs by use of approved chemicals.
- 17.12.6 Linear chemical edging of turf boundaries may be performed in a way that ensures a defined turf edge and limits its encroachment into beds or across boundaries where it is impractical to edge mechanically. A six (6) inch barrier width shall be considered normal.
- 17.12.7 Detailing of sprinkler heads (to provide maximum water coverage), valve boxes, meter boxes, and similar obstacles in turf areas may be performed in a manner that ensures operability, ease of location and/or a clean appearance. A six (6) inch barrier width shall be considered normal.
- 17.12.8 Weeds treated using a contact weed chemical or systematic chemical shall be left in place per manufacturer's recommendation. If the kill is not complete by the time specified in the manufacturer's recommendation, additional application(s) shall be made, at no additional cost to the County.
- 17.12.9 After a complete kill; all dead weeds shall be removed and disposed of offsite at the end of each day's work.
- 17.12.10 If an operation cannot be thoroughly completed within the designated time frame, the County's Contract Project Monitor shall be immediately notified.

**17.13 RODENT CONTROL**

- 17.13.1 Rodent Control shall be performed twelve (12) times per year; once each month.
- 17.13.2 All areas shall be maintained free of rodents including but not limited to gophers and ground squirrels causing damage to turf, shrubs, ground cover, trees, and irrigation systems. Mechanical and chemical methods will be used for this control.
- 17.13.2 Effect of rodent activity: holes, mounds, etc., shall be backfilled, removed or raked level before mowing the facilities.
- 17.13.3 Infestation eradication means the elimination of all rodents present at the time of treatment. If kill is not complete within forty-eight (48) hours, the area shall be retreated, at the Contractor's expense, until eradication is complete.

## 18.0 SPECIFIC WORK REQUIREMENTS – WATERING/IRRIGATION MANAGEMENT

The Contractor shall thoroughly complete each task in a professional, workmanlike manner. The Contractor shall provide the labor, and will use quality equipment and materials that comply with all current regulations, and are necessary for the provision of grounds and landscape maintenance services, except as otherwise specified hereinafter. Tasks shall be performed with nothing but the highest of standards at no less than the frequencies set forth herein. The safety of workers and the public shall be paramount.

The Contractor has the responsibility of providing fully trained and qualified employees as well as appropriate material, supplies, and equipment.

### 18.1 SITE INSPECTION AND REPORTING

- 18.1.1 The Contractor will submit a written report verifying working order of each irrigation system of each facility within 30 days of contract start date unless prior approval for an extension is obtained from the County Contract Manager. County may ask to have system repaired to a satisfactory condition. Once repaired, the Contractor will be required to keep the system in working condition. This also applies to landscape sites added during the term of the contract.
- 18.1.2 If system is working, the Contractor shall, at all times, maintain the system in an operational state by repairing the irrigation system consisting of automatic controllers, control valves, gate valves, risers, quick couplers, swing joints and sprinkler heads including providing small parts: solenoids, filter screens, diaphragms, gaskets, springs, screws, adjustment screws, washers, 'O' rings, wiring and nozzles, at no cost to the County.
- 18.1.3 After initial inspection, the Contractor will be responsible for the irrigation system, including **lateral lines**. County is responsible for the main lines and back flow device.
- 18.1.4 Site Inspection and Reporting shall be performed fifty-two (52) times per year; once each week.
- 18.1.5 Prior to proceeding with any watering/irrigation management task, the site shall be inspected by a knowledgeable and responsible Contractor employee, who will determine the practicality of initiating the operation.
- 18.1.6 Each time a location is scheduled to receive services, the Contractor shall check the facility for irrigation system malfunction and hazards created by the system. A comprehensive monthly system operability check shall identify malfunctions and needs for repair. It shall also cause repairs to be initiated. This shall be done by knowledgeable and responsible Contractor employees.

- 18.1.7 The Contractor shall report all malfunctions, hazards, and emergencies immediately to the County's Contract Project Monitor.
- 18.1.8 All Contractor's crews and supervisors working or reviewing a site shall be responsible for reporting malfunctions and mitigating any hazards.
- 18.1.9 Inspect for operability and proper adjustment of controllers, quick couplers, valves, and sprinkler heads. Adjust and correct for coverage.
- 18.1.10 Visual inspection of systems impact on landscape and checking of valve boxes for safety and security purposes.
- 18.1.11 If an operation cannot be thoroughly completed within the designated time frame; the County Contract Project Monitor shall be immediately notified.

## 18.2 IRRIGATION AND SYSTEM OPERABILITY AND TESTING

- 18.2.1 Irrigation and System Operability and Testing shall be performed fifty-two (52) times per year; once each week.
- 18.2.2 To ensure the operability of the irrigation system, the Contractor shall cycle controller(s) through each station manually and automatically check the function of all facets of the irrigation system and report any damage or incorrect operation to the County.
- 18.2.3 During the testing, the Contractor shall:
  - 1. Adjust all sprinkler heads for the correct coverage to prevent excessive runoff and/or erosion and to prevent the spread of water onto roadways, sidewalks, windows, hard surface areas and private property.
  - 2. Unplug clogged heads and flush lines to free lines of rock, mud, and debris.
  - 3. Record and report all system malfunctions, damage, and obstructions to the County Contract Project Monitor and take corrective action.
  - 4. Replace or repair inoperable irrigation equipment identified as the Contractor's responsibility.

- 18.2.4 Repair and/or replace, as determined by the County, damaged or inoperable sprinkler heads; as needed. Missing or broken heads must be replaced immediately to conserve water.
- 18.2.5 Control the irrigation system during inclement weather conditions and limit the use of water concurrent with the weather situation to the satisfaction of the County.
- 18.2.6 Irrigate to maintain adequate growth and appearance as needed by hand watering, operation of manual valves, proper utilization and scheduling of controllers to comply with watering requirements of the premises and the bleeding valves.
- 18.2.7 Flush irrigation pipelines after repair or replacement of irrigation components.
- 18.2.8 If an automatic irrigation system, or a portion of a system malfunctions, the Contractor, when authorized by the County, shall be responsible for the manual manipulation of that system for period of 30 days from the date of the authorization. If the system requires manual manipulation for a greater period, the County may opt to pay the Contractor supplemental pay to continue the manual manipulation, or the County may decide to terminate the supplemental irrigation.

**18.3 WATERING AND IRRIGATION SYSTEM MANAGEMENT**

- 18.3.1 Watering and Irrigation System Management shall be performed fifty-two (52) times per year; once each week.
- 18.3.2 Water requirements by plant vary according to the season in a particular year. The Contractor shall pay extremely close attention to the demands of the plants as influenced by their exposure to sun, wind, shade, and location in the individual planters. The variation in the size of plants installed, as well as the varieties, shall be taken into consideration. All landscaped and turf areas shall be irrigated as required to maintain adequate growth and appearance with a scheduled most conducive to plant growth.
- 18.3.3 The delivery of adequate moisture to the landscaped areas shall include, but not be limited to hand watering, operation of manual valves, proper utilization of automatic controllers, and the bleeding of valves.
- 18.3.4 To provide adequate soil moisture, the Contractor shall consider the soil conditions, humidity, minimizing runoff, and the relationship of conditions, which affect day and night watering. This may include daytime watering during freezing weather to

prevent icy conditions and manual operation of the irrigation system and/or hand watering with portable sprinklers during periods of windy or inclement weather. A soil probe shall be used to depth of twelve inches (12") to determine the water penetration by random testing of the root zones.

- 18.3.5 Watering shall be regulated to avoid interference with any use of the facility, roadways, paving, walkways, or areas as designated for scheduled special events.
- 18.3.6 In the areas where wind creates problems of spraying water onto private property or road rights of ways, the controllers shall be set to operate during lowest wind velocity which would normally occur at night or early morning hours. Irrigation water shall not sheet over the roadway. Any run off of water is not to be tolerated.
- 18.3.7 Irrigation system shall be controlled as to not cause any excessively wet or "waterlogged" areas, which could interfere with the ability to mow all turf. "In lawn" trees and other planting shall be protected from over-watering and run-off drowning.
- 18.3.8 New turf (up through the sixth mowing) shall be watered immediately after mowing. Well-established turf shall not be watered for at least four (4) hours after mowing.
- 18.3.9 All groundcover areas shall be watered as needed to maintain a healthy condition, with appropriate care being taken not to over-water in shady areas.
- 18.3.10 The Contractor shall be responsible for the operation of the automatic controllers, quick couplers, swing joints, control valves, gate valves, risers and sprinkler heads, in managing the overall irrigation water delivery system of the area. All irrigation systems shall be regularly inspected and tested according to these specifications and frequencies specified herein.
- 18.3.11 The Contractor shall follow local watering drought restrictions. Also, if plant material is affected due to the watering restrictions, the Contractor shall notify the County's Contract Monitor and submit a recommendation for replacing the plants with drought resistant plants. The Contractor will replace the plants **only** upon approval of the County.
- 18.3.12 The Contractor shall ensure that all employees working on the irrigation system are fully trained in all phases of landscape irrigation systems and can easily identify and isolate problems and perform the proper testing and inspection of the irrigation system and the maintenance of the sprinkler and drip heads. This

knowledge of landscape irrigation systems shall include, but not be limited to, the operation, maintenance, adjustment, and repair of said systems and their components.

- 18.3.12 The Contractor shall be responsible for maintenance of the irrigation system by performing the following tasks:
1. Monitor all irrigation controllers.
  2. Inspect and report the status of the irrigation system.
  3. Adjust and clean sprinkler heads (may require the removal of the sprinkler head for this function).
  4. Repair immediately all broken or missing sprinkler heads causing a loss of a large amount of water.
  5. Repair or replace sprinkler heads having a half (½) inch inlet.
  6. Provide all nipples, caps, plugs, elbows, coupling, etc., from the laterals to the heads due to normal wear.
  7. Provide replacements of all risers and swing joints due to normal wear.
  8. Flush irrigation pipelines following repairs and replacements.
  9. Replace valve box covers due to normal wear.
  10. Recover and re-fasten removed valve box covers.
  11. Notify the County's Contract Project Manager of any damaged or inoperable major irrigation components, indicating the problem, location, size, and type of irrigation equipment.
- 18.3.13 Replacing of irrigation components identified as the Contractors responsibility shall be completed within one (1) watering cycle of determining damaged or inoperable irrigation component.
- 18.3.14 Repair irrigation system with originally specified equipment of the same size and quality or substitutes approved by the County prior to any installation thereof.

## **19.0 SPECIFIC WORK REQUIREMENTS – TREE MANAGEMENT**

The Contractor shall thoroughly complete each task in a professional, workmanlike manner. The Contractor shall provide the labor, and will use quality equipment and materials that comply with all current regulations, and are necessary for the provision of grounds and landscape maintenance services, except as otherwise specified hereinafter. Tasks shall be performed with nothing but the highest of

standards at no less than the frequencies set forth herein. The safety of workers and the public shall be paramount.

The Contractor has the responsibility of providing fully trained and qualified employees as well as appropriate material, supplies, and equipment.

## 19.1 TREE TRIMMING

19.1.1 All trees (excluding palm trees) shall be trimmed and thinned at each facility one (1) time per year.

1. Palm trees shall be maintained and kept free of dead fronds and potential falling debris at all times.

19.1.2 The Contractor shall provide the County with a written Tree Trimming Schedule to occur during the four (4) years of the contract term, within the first thirty (30) business days after commencement of the Contract. The schedule shall list the month and week that each tree trimming service shall be conducted and must be strictly adhered to. Failure to provide the schedule may result in liquidated damages. If the Contractor wishes to deviate from the schedule prior to work commencing, the Contractor must present the schedule change with an explanation in writing to the County. Any changes must be approved by the County's Contract Project Manager.

The Contractor shall notify the County's Contract Project Monitor five (5) business days before a tree trimming is performed at each library facility to ensure that the library staff is notified. In the event the services are not completed within a five (5) day grace period, refer to Statement of Work Exhibits, Exhibit 2 – Performance Requirements Summary. The County Contract Project Manager may request adjustments to the schedule.

19.1.3 The Contractor shall submit a **Tree Trimming Confirmation Form** (Attachment V) to the County's Contract Project Monitor within one (1) business day of completion date. Failure to submit this form will constitute a failure to perform the service and may result in liquidated damages. All completed services shall be inspected by the County within five (5) business days of receipt of the form. Any corrections must be completed by the date agreed upon and within the frequency period. Liquidated damages may apply if the corrections are not performed by the date agreed upon and/or within the frequency period. The assessment of liquidated damages does not relieve the Contractor from the responsibility for the corrections.

## 19.2 TREE TRIMMING PROCEDURES

- 19.2.1 The Contractor will follow the benchmark standards of the American National Standard Institute (ANSI) A300 Pruning Standards.
- 19.2.2 Tree trimming shall be performed with the intent of developing structurally sound trees, symmetrical appearance with the proper vertical and horizontal clearance as follows:
1. All trees shall be trimmed, shaped, and thinned.
  2. All trees shall be trimmed away from roof, fence or obstacles and away from private property to prevent encroachment on private property.
  3. All trees shall be thinned of smaller limbs to distribute the foliage evenly.
  4. All trees shall be trimmed and shaped to provide a symmetrical appearance typical of species.
  5. All trees shall be trimmed to encourage healthy growth habits and shaped in order to retain their natural form and proportionate size.
- 19.2.3 Rapid healing of pruning wounds is dependent upon where the cut is made when removing limbs. NEVER LEAVE SHORT STUBS. Some trees produce a corky ring of growth where a limb originates. The pruning cut shall be made toward the outside portion of the "collar." If a tree does not produce this characteristic "collar," then make the cut flush to the limb where it is growing.
- 19.2.4 All limbs 1 ½ inches or greater in diameter shall be undercut to prevent splitting.
- 19.2.5 All limbs shall be lowered to the ground using a method, which prevents damage to the remaining limbs.
- 19.2.6 All cuts exceeding ½ inch shall be treated with an appropriate tree heal compound.
- 19.2.7 All equipment utilized shall be clean, sharp and expressly designed for tree trimming.
- 19.2.8 Climbing spurs shall not be used.

19.2.9 Special emphasis shall be placed upon public safety during trimming operations, particularly when adjacent to roadways.

19.2.10 All green waste and debris shall be removed and disposed of offsite at the end of each day's work.

### 19.3 PRUNING PROCEDURES

19.3.1 All tree pruning shall be performed as needed throughout the contract term.

19.3.2 The initial step of pruning shall be the removal of all deadwoods, weak, diseased, insect infested and damaged branches and limbs.

1. All dead and damaged branches and limbs shall be removed at the point of braking, and a smooth cut shall be made outside the branch bark ridge.

19.3.3 All trees shall be pruned where necessary to maintain access and safe vehicular and pedestrian visibility and clearance to prevent or eliminate hazardous situations.

1. All trees shall be pruned for vertical and horizontal clearance. Such clearances are seven (7) feet for pedestrian areas and walkways and fourteen (14) feet for vehicular roadways.

19.3.4 All trees shall be pruned and maintained to prevent any blockage in roof drainage areas and should not obscure safety lights that are attached to buildings and located in parking lots.

19.3.5 All crossed or rubbing limbs shall be removed unless removal will result in large gaps in the general outline. Limbs should extend alternately from the trunk on twelve (12) inch or twenty-four (24) inch spacing.

19.3.6 All suckers and sprouts shall be cut flush with the trunk or limb.

19.3.7 No stubs shall be permitted.

19.3.8 All structural weaknesses such as split crotches or limbs, diseased or decayed limbs, or severe damage shall be reported to the County's Contract Project Monitor.

19.3.9 Special emphasis shall be placed upon public safety during pruning operations, particularly when adjacent to roadways.

19.3.10 All green waste and debris shall be removed and disposed of offsite at the end of each day's work.

## 19.4 STAKING AND TYING

- 19.4.1 Damaged trees shall be staked and tied within twenty-four (24) hours. Replacement stakes or new staking shall be completed within five (5) days.
- 19.4.2 Replace missing or damaged stakes where the tree diameter is less than three (3) inches within five (5) days.
- 19.4.3 Stake in those cases where tree has been damaged and required staking support.
- 19.4.4 Stake new trees or recently planted trees which have not previously been staked.
- 19.4.5 Stakes will not be placed closer than eight (8) inches from the trunk of the tree.
- 19.4.6 Stakes and ties will be placed so no chafing of bark occurs.
- 19.4.7 Stakes and ties shall be removed by the Contractor once it is determined that they are no longer needed or as requested by the County.
- 19.4.8 **Materials**
  - 1. Tree stakes, two (2) per tree, shall be pentachlorophenol treated lodge pole pine not less than eight (8) feet in length for five (5) gallon size trees not less than ten (10) feet for fifteen (15) gallon trees.
  - 2. Guy wires where required and plant ties will be of pliable, zinc-coated ten (10) gauge using two (2) ties per tree.
  - 3. Hose for covering wire shall be either new or used garden hose at least one-half inch (1/2") in diameter (hose ties should allow for minimum of three (3) additional inches of clearance beyond the diameter of the branch or trunk being secured.

## 20.0 SPECIFIC WORK REQUIREMENTS – SPECIALTY/AS-NEEDED SERVICES

The following specialty/as-needed tasks shall be performed at the request of the County for which the Contractor will be compensated per the identified cost listed in Contract Exhibit B – Pricing Schedule in accordance with Section 9.0, Unanticipated Work, of the Statement of Work.

### 20.1 DOWNED TREES

All trees which are downed by either natural or unnatural causes shall be removed and disposed offsite. Where possible stumps shall be removed to

12 inches below grade and wood chips removed and hole backfilled to grade.

## 20.2 **RENOVATION OF TURF**

### 20.2.1 **Vertical Mowing**

1. Care shall be taken to avoid unnecessary or excessive injury to the turf grass.
2. Sweep or take the dislodged thatch from the turf areas and dispose off-site.
3. Standard renovating or vertical mowing type equipment shall be used.
4. Vertical mowing to remove the thatch in turf areas shall be done to encourage healthy growth and to maintain acceptable appearance.
5. Vertical lawn the soil line and remove all excessive thatch in turf area. Sprinkler heads are to remain one inch below the final grade.

### 20.2.2 **Seeding**

1. The Contractor shall over-seed all damaged, vandalized, and bare areas to re-establish turf to an acceptable quality.
2. After the thatch is removed and upon completion of turf detaching all turf areas shall be over-seeded, mulched, and watered.
3. Areas to be over-seeded shall be seeded utilizing blends or mixtures at the rate application recommended by the County.
4. Seed cover material shall be spread evenly over the entire area to a uniform depth as requested.

### 20.2.3 **Bare Areas**

All planted areas shall be cultivated to encourage water penetration, fertilizer absorption.

## 20.3 **DISEASE/INSECT CONTROL**

- 20.3.1 All landscaped areas shall be maintained free of disease and insects that could cause damage to plant materials including, but not limited to, trees, shrubs, ground cover, and turf.

20.3.2 The County's Contract Project Monitor shall be notified immediately of any disease, insects, or unusual conditions that might develop.

20.3.3 A disease control program to prevent all common diseases from causing serious damage shall be provided on an as-needed basis. Disease control shall be achieved utilizing materials and rates recommended by a licensed California Pest Control Advisor.

#### 20.4 **PLANT MATERIALS**

20.4.1 Plant materials shall conform to the requirements of the Landscape Plan of the areas and the "Horticultural Standards" of American Association of Nurserymen as to kind, size, age, etc. Plants of record and specifications shall be consulted to ensure correct identification of species. Plant material larger than those specified may be supplied if complying in all other respects.

20.4.2 Substitutions may be allowed, but only with prior written approval by the County.

20.4.3 Plant names used in the landscape plan of the area conform to "Standard Plant Names" by American Joint Committee on Horticultural Nomenclature. In those cases not covered therein, the custom of the nursery trade shall be followed.

#### 20.5.4 **Quality**

1. Plants shall be sound, healthy, and vigorous, free from plant disease, insect pest or their eggs, and shall have healthy normal root systems and comply with all state and local regulations governing these matters, and shall be free from any noxious weeds.
2. All trees shall be measured six (6) inches above the ground surface.
3. Where caliper or other dimensions of any plant material are omitted from the Plant List, it shall be understood that these plant materials shall be normal stock for type listed. They shall be sturdy enough to stand safely without staking.
4. Plant materials shall be symmetrical, and/or typical for variety and species and conform to measures specified in the Plant List.
5. All plant materials shall be provided from a licensed nursery and shall be subject to acceptance as to quality by the County.

#### 20.4.5 **Plant Material Guarantee**

All shrubs shall be guaranteed to live and remain in healthy condition for no less than ninety (90) days from the date of acceptance of the job by the County.

### **21.0 SPECIFIC WORK REQUIREMENTS – FLORENCE PARKING LOT**

The Contractor shall thoroughly complete each task in a professional, workmanlike manner. The Contractor shall provide the labor, and will use quality equipment and materials that comply with all current regulations, and are necessary for the provision of grounds and landscape maintenance services, except as otherwise specified hereinafter. Tasks shall be performed with nothing but the highest of standards at no less than the frequencies set forth herein. The safety of workers and the public shall be paramount.

The Contractor has the responsibility of providing fully trained and qualified employees as well as appropriate material, supplies, and equipment.

The Florence parking lot shall be maintained in accordance with the approved Maintenance Covenant for Standard Urban Stormwater Mitigation Plan Requirements dated August 11, 2011.

#### **21.1 SITE INSPECTION AND REPORTING**

21.1.1 Site inspection and reporting shall be performed fifty-two (52) times per year; once each week. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.1.2 Task shall be performed in accordance with Sub-section 17.1 of the Statement of Work.

#### **21.2 LITTER CONTROL**

21.2.1 Litter control shall be performed two-hundred sixty (260) times per year; five times each week. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.2.2 The Contractor is responsible for emptying the trash cans and replacing the trash liners. The Contractor is responsible for supplying the trash liners at their own expense.

21.2.3 Task shall be performed in accordance with Sub-section 17.2 of the Statement of Work.

#### **21.3 SWALES AND DRAINS**

21.3.1 Swales and drains task shall be performed twelve (12) times per year; once each month. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.3.2 Task shall be performed in accordance with Sub-section 17.3 of the Statement of Work.

**21.4 WEED REMOVAL**

21.4.1 Weed removal shall be performed fifty-two (52) times per year; once each week. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.4.2 Task shall be performed in accordance with Sub-section 17.6 of the Statement of Work.

**21.5 RAKING**

21.5.1 Raking shall be performed fifty-two (52) times per year; once each week. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.5.2 Task shall be performed in accordance with Sub-section 17.7 of the Statement of Work.

**21.6 SWEEPING**

21.6.1 Sweeping shall be performed two-hundred sixty (260) times per year; five times each week. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.6.2 Task shall be performed in accordance with Sub-section 17.8 of the Statement of Work.

**21.7 CLEARANCE, PRUNING AND HEDGE TRIMMING/SHAPING**

21.7.1 Clearance, shrub pruning, and hedge trimming and shaping shall be performed fifty-two (52) times per year; once each week. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.7.2 Task shall be performed in accordance with Sub-section 17.9 of the Statement of Work.

**21.8 FERTILIZATION**

21.8.1 Fertilization shall be performed three (3) times per year during the months of April through November. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.8.2 Task shall be performed in accordance with Sub-section 17.11 of the Statement of Work.

## **21.9 CHEMICAL EDGING/DETAILING**

21.9.1 Chemical edging and detailing shall be performed twelve (12) times per year; once each month. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.9.2 Task shall be performed in accordance with Sub-section 17.12 of the Statement of Work.

## **21.10 RODENT CONTROL**

21.10.1 Rodent Control shall be performed twelve (12) times per year; once each month. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.10.2 Task shall be performed in accordance with Sub-section 17.13 of the Statement of Work.

## **21.11 WATER AND IRRIGATION MANAGEMENT**

21.11.1 Water and Irrigation Management shall be performed fifty-two (52) times per year; once each week. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.11.2 Task shall be performed in accordance with Section 18.0 of the Statement of Work.

## **21.12 TREE MANAGEMENT**

21.12.1 Tree trimming and thinning shall be performed one (1) time per year. Refer to Contract Exhibit B - Pricing Schedule - Florence Parking Lot.

21.12.2 Tree pruning and shaping shall be performed twelve (12) times per year; once each month. Refer to Contract Exhibit B – Pricing Schedule – Florence Parking Lot.

21.12.3 Task shall be performed in accordance with Section 19.0 of the Statement of Work.

## **22.0 GREEN INITIATIVES**

22.1 Contractor shall use reasonable efforts to initiate “green” practices for environmental and energy conservation benefits.

22.2 Contractor shall notify County’s Contract Project Manager of Contractor’s new green initiatives prior to the contract commencement.

## **23.0 GROUNDS MAINTENANCE SERVICES MONITORING REPORTS**

The library staff will track and report using the **Grounds Maintenance Services Monitoring Report Form** (Attachment VI) any deficiency(ies) that are found

within their library facility to the County's Contract Project Monitor. The Grounds Maintenance Services Monitoring Report Forms are submitted to the County's Contract Project Monitor by the library staff. The Contractor will be notified for corrective action. The Contractor is responsible to ensure that the deficiency(ies) are addressed and corrective action is taken within the appropriate time frame when notified by the County's Contract Project Monitor. The Contractor shall submit confirmation of the corrective action taken to the County's Contract Project Monitor. Refer to Statement of Work Exhibits, Exhibit 2 – Performance Requirements Summary for non-compliance.

## **24.0 PERFORMANCE REQUIREMENTS SUMMARY**

The Performance Requirements Summary (PRS) is a listing of services that are intended to be completely consistent with the Contract and the Statement of Work (SOW) and are not meant in any case to create, extend, revise, or expand any obligation of the Contractor beyond that defined in the Contract and the SOW. Refer to Statement of Work Exhibits, Exhibit 2 – Performance Requirements Summary. In any case of apparent inconsistency between services as stated in the Contract and the SOW and this PRS, the meaning apparent in the Contract or the SOW will prevail. If any service seems to be created in this PRS, which is not clearly and forthrightly set forth in the Contract and the SOW, that apparent service will be null and void and place no requirement on the Contractor. When the Contractor's performance does not conform to the requirements of this Contract, the County will have the option to apply the following non-performance remedies:

1. Require the Contractor to implement a formal corrective action plan, subject to approval by the County. In the plan, the Contractor must include reasons for the unacceptable performance, specific steps to return performance to an acceptable level, and monitoring methods to prevent recurrence.
2. Reduce payment to the Contractor by a computed amount based on the penalty fee(s) in the PRS.
3. Reduce, suspend or cancel this Contract for systematic, deliberate misrepresentations or unacceptable levels of performance.
4. Failure of the Contractor to comply with or satisfy the request(s) for improvement of performance or to perform the neglected work specified within ten (10) business days shall constitute authorization for the County to have the service(s) performed by others. The entire cost of such work performed by others as a consequence of the Contractor's failure to perform said service(s), as determined by the County, shall be credited to the County on the Contractor's future invoice.

This section does not preclude the County's right to terminate the contract upon, ten (10) business days written notice with or without cause, as provided for in the Contract, Section 8.0 – Standard Terms and Conditions, Sub-section 8.44 – Termination for Convenience.

/

**LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 3**  
**SERVICE LOCATION AND SPECIFICATIONS**

<b>1.</b>	<b>Facility:</b>	<b>A C Bilbrew Library</b>				
	<b>Address:</b>	150 E. El Segundo Blvd.				
		Los Angeles, CA 90061				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
24	1	9	Y	Y	Y	Y

<b>2.</b>	<b>Facility:</b>	<b>Carson Regional Library</b>				
	<b>Address:</b>	151 E. Carson Street				
		Carson, CA 90745				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
36	1	12	Y	Y	Y	Y

<b>3.</b>	<b>Facility:</b>	<b>Compton Library</b>				
	<b>Address:</b>	240 W. Compton Blvd.				
		Compton, CA 90220				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
33	3	11	Y	Y	Y	Y

<b>4.</b>	<b>Facility:</b>	<b>Gardena Mayme Dear Memorial Library</b>				
	<b>Address:</b>	1731 W. Gardena Blvd.				
		Gardena, CA 90247				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
1	7	13	Y	Y	Y	Y
<b>Japanese Garden: The garden must be maintained in accordance to the standards of the original design.</b>						
<b># Bonsai Trees</b>	<b># Palm Trees</b>	<b>Fountain Y/N</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
5	1	Y	Y	Y	Y	Y

<b>5.</b>	<b>Facility:</b>	<b>Lawndale Library</b>				
	<b>Address:</b>	14615 Burin Avenue				
		Lawndale, CA 90260				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
12	4	23	Y	Y	Y	Y

LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 3

SERVICE LOCATION AND SPECIFICATIONS

<b>6.</b>	<b>Facility:</b>	<b>Lomita Library</b>				
	<b>Address:</b>	24200 Narbonne Ave.				
		Lomita, CA 90717				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
24	2	16	Y	Y	Y	Y

<b>7.</b>	<b>Facility:</b>	<b>Manhattan Beach Library</b>				
	<b>Address:</b>	1320 Highland Avenue				
		Manhattan Beach, CA 90266				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
20	1	5	Y	Y	Y	Y

<b>8.</b>	<b>Facility:</b>	<b>Dr. Martin Luther King Jr. Library</b>				
	<b>Address:</b>	17906 Avalon Blvd.				
		Carson, CA 90746				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
8	0	7	Y	Y	N	Y

<b>9.</b>	<b>Facility:</b>	<b>Masao W. Satow Library</b>				
	<b>Address:</b>	14433 South Crenshaw Blvd.				
		Gardena, CA 90249				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
6	0	4	Y	Y	Y	Y

## LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 4

## SERVICE LOCATION AND SPECIFICATIONS

1.	<b>Facility:</b>	<b>Culver City Julian Dixon Library</b>				
	<b>Address:</b>	4975 Overland Avenue				
		Culver City, CA 90230				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
18	0	12	Y	Y	Y	Y
<b>Special Note:</b> The Japanese Garden within the fenced area and the Bike path is <b>not</b> the responsibility of the Contractor.						

2.	<b>Facility:</b>	<b>Florence Library</b>				
	<b>Address:</b>	1610 East Florence Avenue				
		Los Angeles, CA 90001				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
10	0	2	Y	N	N	N

3.	<b>Facility:</b>	<b>Florence Parking Lot</b>				
	<b>Address:</b>	1616 East Florence Avenue				
		Los Angeles, CA 90001				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
19	0	7	Y	Y	N	Y
<b>Special Note:</b> The property includes 2 trash cans.						

4.	<b>Facility:</b>	<b>Graham Library</b>				
	<b>Address:</b>	1900 East Firestone Blvd.				
		Los Angeles, CA 90001				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
4	0	4	Y	Y	Y	Y

5.	<b>Facility:</b>	<b>Hawthorne Library</b>				
	<b>Address:</b>	12700 Grevillea Avenue				
		Hawthorne, CA 90250				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
3	0	6	Y	Y	N	Y

**LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 4**  
**SERVICE LOCATION AND SPECIFICATIONS**

<b>6.</b>	<b>Facility:</b>	<b>Holly Park IT Facility</b>					
	<b>Address:</b>	2150 West 120th Street					
		Hawthorne, CA 90250					
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>	
3	4	4	Y	Y	Y	Y	

<b>7.</b>	<b>Facility:</b>	<b>Lennox Library</b>					
	<b>Address:</b>	4359 Lennox Blvd.					
		Lennox, CA 90304					
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>	
1	1	8	Y	Y	Y	Y	

<b>8.</b>	<b>Facility:</b>	<b>View Park Library</b>					
	<b>Address:</b>	3854 West 54th Street					
		Los Angeles, CA 90043					
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>	
6	2	6	Y	Y	Y	Y	

<b>9.</b>	<b>Facility:</b>	<b>Wiseburn Library</b>					
	<b>Address:</b>	5335 West 135th Street					
		Hawthorne, CA 90250					
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>	
5	0	8	Y	Y	N	Y	

<b>10.</b>	<b>Facility:</b>	<b>Woodcrest Library</b>					
	<b>Address:</b>	1340 West 106th Street					
		Los Angeles, CA 90044					
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>	
18	0	9	Y	Y	Y	Y	

LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 5

SERVICE LOCATION AND SPECIFICATIONS

<b>1.</b>	<b>Facility:</b>	<b>Clifton M. Brakensiek Library</b>				
	<b>Address:</b>	9945 East Flower Street				
		Bellflower, CA 90706				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
23	2	14	Y	Y	Y	Y

<b>2.</b>	<b>Facility:</b>	<b>Hollydale Library</b>				
	<b>Address:</b>	12000 South Garfield Avenue				
		South Gate, CA 90280				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
0	0	0	Y	Y	N	N

<b>3.</b>	<b>Facility:</b>	<b>La Mirada Library</b>				
	<b>Address:</b>	13800 La Mirada Blvd.				
		La Mirada, CA 90638				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
22	0	8	Y	Y	Y	Y

<b>4.</b>	<b>Facility:</b>	<b>Leland R. Weaver Library</b>				
	<b>Address:</b>	4035 Tweedy Blvd.				
		South Gate, CA 90280				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
10	0	14	Y	Y	Y	Y

<b>5.</b>	<b>Facility:</b>	<b>Los Nietos Library</b>				
	<b>Address:</b>	11644 East Slauson Avenue				
		Whittier, CA 90606				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
11	0	5	Y	Y	Y	Y

## LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 5

## SERVICE LOCATION AND SPECIFICATIONS

<b>6.</b>	<b>Facility:</b>	<b>Lynwood Library</b>				
	<b>Address:</b>	11320 Bullis Road				
		Lynwood, CA 90262				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
25	2	12	Y	Y	N	Y

<b>7.</b>	<b>Facility:</b>	<b>Norwalk Regional Library</b>				
	<b>Address:</b>	12350 Imperial Hwy.				
		Norwalk, CA 90650				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
23	11	19	Y	Y	Y	Y

<b>8.</b>	<b>Facility:</b>	<b>Paramount Library</b>				
	<b>Address:</b>	16254 Colorado Avenue				
		Paramount, CA 90723				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
29	0	8	Y	Y	Y	Y

<b>9.</b>	<b>Facility:</b>	<b>Rivera Library</b>				
	<b>Address:</b>	7828 S. Serapis Avenue				
		Pico Rivera, CA 90660				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
23	0	13	Y	Y	N	Y

<b>10.</b>	<b>Facility:</b>	<b>South Whittier Library</b>				
	<b>Address:</b>	14433 Leffingwell Road				
		Whittier, CA 90604				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
0	3	0	N	Y	N	N

**LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – LOS NIETOS  
COMMUNITY AND SENIOR CENTER**

**SERVICE LOCATION AND SPECIFICATIONS**

<b>1.</b>	<b>Facility:</b>	<b>Los Nietos Community and Senior Center</b>				
	<b>Address:</b>	11640 East Slauson Avenue				
		Whittier, CA 90606				
<b># Trees</b>	<b># Palm Trees</b>	<b># Planters</b>	<b>Shrubs Y/N</b>	<b>Hedges Y/N</b>	<b>Grass Y/N</b>	<b>Irrigation System Y/N</b>
2	1	4	Y	Y	Y	Y

COUNTY OF LOS ANGELES PUBLIC LIBRARY  
LANDSCAPE AND GROUNDS MAINTENANCE SERVICES  
**TREE TRIMMING CONFIRMATION FORM**

**-CONTRACTOR USE ONLY-**

PLEASE COMPLETE AND SUBMIT THE FORM TO CONTRACTS SERVICES UNIT

Library Name: \_\_\_\_\_ Date Completed: \_\_\_\_\_

**THIS IS TO NOTIFY PUBLIC LIBRARY THAT THE LIBRARY INDICATED ABOVE WAS SCHEDULED FOR TREE TRIMMING AND HAS BEEN COMPLETED.**

No. of Trees trimmed: \_\_\_\_\_

No. of Trees **Not** trimmed: \_\_\_\_\_ Location of Trees: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Explanation for not Trimming Trees: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Company: \_\_\_\_\_

Please **FAX** completed form within 1 business day of completion to: **Contract Services Unit**  
(562) 803 - 0016

**CONTRACT STAFF USE ONLY**

Trimming Satisfactory     Trimming Unsatisfactory     Job Not Done

Date Inspected: \_\_\_\_\_ Inspected by: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

COMPLETE-Logged and Filed     Contractor Notified of unsatisfactory work     Follow-up (F/U Complete Date: \_\_\_\_\_)

COUNTY OF LOS ANGELES PUBLIC LIBRARY  
**WEEKLY GROUNDS MAINTENANCE MONITORING REPORT**

SCHEDULED DAY OF SERVICE: \_\_\_\_\_

LIBRARY NAME: \_\_\_\_\_ COST CODE: \_\_\_\_\_ Reported By: \_\_\_\_\_

Reporting Period:

From: \_\_\_\_\_ To: \_\_\_\_\_ Signature: \_\_\_\_\_

All services were performed this week and there are no problems:   
 (please indicate with a check mark)

The following services were not performed for this library this week:  
 (please indicate with a check mark below)

SERVICE	LOCATION(s)	DESCRIPTION OF PROBLEM(s)
<input type="checkbox"/> Lawn was not mowed		
<input type="checkbox"/> Eliminate hazardous situations, blocking of roof drainage areas, and safety lights were not done: <input type="checkbox"/> Trees <input type="checkbox"/> Shrubs		
<input type="checkbox"/> Weeds were not removed		
<input type="checkbox"/> Grounds were not raked		
<input type="checkbox"/> General cleanup was not done		
<input type="checkbox"/> Sprinkler heads were not fixed		
<input type="checkbox"/> <b>Other:</b> (Specify)		

SAMPLE

Please FAX this completed form to: **Contracts Services Unit at (562) 803-0016**

# **STATEMENT OF WORK EXHIBITS**

**1 – CONTRACT DISCREPANCY REPORT**

**2 – PERFORMANCE REQUIREMENTS SUMMARY CHART**



7400 E. IMPERIAL HWY. • P.O. BOX 7011 • DOWNEY, CA 90241-7011 • PHONE: 562-940-8485 • FAX: 562-803-0016

# CONTRACT DISCREPANCY REPORT

Date Submitted to Contractor: \_\_\_\_\_

TO: (Contractor) **John Doe**  
**DoeRayMe Building Services, Inc.,**

FROM: **Jane Smith** Phone No.: **(562) 940 – 6919**  
**Contract Services Unit** Fax No.: **(562) 803 – 0016**

CONTRACT NO. **12345** CONTRACT TITLE: **LANDSCAPE SERVICES – AREA 3**

TYPE OF DISCREPANCY:

DISCREPANCY DETAILS:

## CONTRACTOR RESPONSE INSTRUCTIONS:

1. Acknowledge the receipt of the Contract Discrepancy Report to the County Contract Project Manager.
2. Review the discrepancy.
3. Review the Contract reference for compliance.
4. Identify the cause of the problem and determine a corrective action.
5. Respond to the Contract Discrepancy Report in writing by submitting a formal letter of response to the Contract Services Coordinator.

## COUNTY EVALUATION OF CONTRACTOR RESPONSE:

The Contract Services Coordinator will evaluate the Contractor's response and will reply to the Contractor indicating satisfactory or unsatisfactory completion of the corrective action.

**COUNTY OF LOS ANGELES  
LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 3, 4, AND 5  
PERFORMANCE REQUIREMENTS SUMMARY (PRS)**

<b>Sections found in:</b>	<b>Contract = Contract</b>	<b>SOW = Exhibit A - Statement of Work</b>		
<b>SECTION</b>	<b>SPECIFIC PERFORMANCE REFERENCE/ REQUIRED SERVICE</b>	<b>STANDARD OF PERFORMANCE</b>	<b>MONITORING METHOD</b>	<b>DEDUCTIONS/FEEES TO BE ASSESSED</b>
Contract: Sub-section 7.5	Background and Security Investigations	Contractor's employees must pass background checks. Fees at expense of Contractor.	Inspection & Observation	\$500 per occurrence
Contract: Sub-section 8.24	General Provisions for all Insurance Coverage	Compliance with Contract Insurance Requirements.	Receipt of documents	\$500 per occurrence; possible termination for default of contract.
Contract: Sub-section 8.25	Insurance Coverage	Compliance with Contract Insurance Requirements.	Receipt of documents	\$500 per occurrence; possible termination for default of contract.
Contract: Sub-section 8.28	Nondiscrimination and Affirmative Action	Contractor must comply with the requirements.	Inspection of files	\$500 per occurrence; possible termination for default of contract.
Contract: Sub-section 8.39	Record Retention and Inspection/Audit Settlement	Contractor to maintain all required documents as specified in Sub-section 8.39.	Inspection of files	\$100 per occurrence; possible termination for default of contract.
Contract: Sub-Section 9.1	County's Living Wage Program	Contractor must comply with the County's Living Wage Program.	Inspection, Documentation, Audit, & Receipt of documents.	\$500 per item per occurrence, per employee
SOW: Section 4.0	Quality Control	Contractor must comply with the requirements.	Receipt of documents	\$150 per occurrence
SOW: Section 5.0	<b>Quality Assurance Plan – Meetings</b>	Contractor attendance at all required County meetings.	Attendance	\$200 per occurrence
SOW: Sub-Section 6.2	<b>Furnished Items – Keys/Remote Controls</b>	Secure and maintain keys/remote controls. Contractor responsible for replacement/theft/loss.	Observation	Contractor pays for re-keying of facility due to lost key(s)/remote controls

**COUNTY OF LOS ANGELES  
LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 3, 4, AND 5  
PERFORMANCE REQUIREMENTS SUMMARY (PRS)**

Sections found in:	<i>Contract = Contract</i>	<i>SOW = Exhibit A - Statement of Work</i>		
SECTION	SPECIFIC PERFORMANCE REFERENCE/ REQUIRED SERVICE	STANDARD OF PERFORMANCE	MONITORING METHOD	DEDUCTIONS/FEES TO BE ASSESSED
SOW: Sub-section 6.4	<b>Contractor</b> – Contract Project Manager	Contractor must comply with the requirements.	Observation, telephone calls and manager response	\$100 per occurrence
SOW: Sub-section 6.5	<b>Contractor</b> – Personnel	Provide sufficient qualified employees to perform required work.	Inspection & Observation	\$200 per occurrence
SOW: Sub-section 6.6	Uniforms and Identification Badge	Contractor must comply with the requirements.	Inspection & Observation	\$50 per occurrence
SOW: Sub-section 6.7	Materials and Equipment	Contractor must provide safe materials and equipment to provide the needed services.	Inspection & Observation	\$100 per occurrence
SOW: Sub-section 6.8	Training	Contractor must provide Training Programs for current and new employees.	Inspection of Files	\$100 per occurrence
SOW: Sub-section 6.9	Contractor's Office	Contractor must comply with the requirements.	Telephone Calls to the Contractor	\$150 per occurrence
SOW: Sub-section 6.10	Contractor's Damage	Contractor must comply with the requirements.	Provide Inspection & Observation	Cost damage or replacement of equipment
SOW: Sub-Section 6.11	Emergency Procedures	Contractor must comply with the requirements.	Inspection & Observation	\$150 per occurrence
SOW: Section 8.0	Maintenance Schedules	Contractor must comply with the requirements.	Inspection & Observation	\$100 per occurrence
SOW: Section 9.0	Unanticipated Work	Contractor must comply with the requirements.	Documentation, Inspection, & Observation	\$150 per occurrence
SOW: Section 10.0	Use of Chemicals	Contractor must comply with the requirements.	Inspection, & Observation	\$1,000 per occurrence per facility

**COUNTY OF LOS ANGELES  
LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 3, 4, AND 5  
PERFORMANCE REQUIREMENTS SUMMARY (PRS)**

<b>Sections found in:</b>	<b>Contract = Contract</b>	<b>SOW = Exhibit A - Statement of Work</b>		
<b>SECTION</b>	<b>SPECIFIC PERFORMANCE REFERENCE/ REQUIRED SERVICE</b>	<b>STANDARD OF PERFORMANCE</b>	<b>MONITORING METHOD</b>	<b>DEDUCTIONS/FEES TO BE ASSESSED</b>
SOW: Section 11.0	Safety	Contractor must comply with the requirements.	Inspection, & Observation	\$200 per occurrence per facility
SOW: Section 12.0	Non-Interference	Contractor must comply with the requirements.	Inspection & Observation	\$200 per occurrence per facility
SOW: Section 13.0	Signs/Improvements	Contractor must comply with the requirements.	Inspection & Observation	\$150 per occurrence per facility
SOW: Section 14.0	National Pollutant Discharge Elimination System	Contractor must comply with the requirements.	Inspection & Observation	\$500 per occurrence per facility
SOW: Section 16.0	Removal of Debris	Contractor must comply with the requirements.	Inspection & Observation	\$200 per occurrence per facility
SOW: Section 17.0	<b>Specific Work Requirements – Landscape Management</b>	Contractor must comply with the requirements.	Inspection & Observation	\$150 per item, per occurrence
SOW: Section 18.0	<b>Specific Work Requirements – Water/Irrigation Management</b>	Contractor must comply with the requirements.	Inspection & Observation	\$150 per item, per occurrence
SOW: Section 19.0	<b>Specific Work Requirements – Tree Management</b>	Contractor must comply with the requirements.	Inspection & Observation	\$150 per item, per occurrence
SOW: Sub-section 9.1, Paragraph 19.1.1	Tree Trimming	Contractor must comply with the requirements.	Inspection & Observation	\$500 per occurrence
SOW: Section 20.0	<b>Specific Work Requirements – Specialty/As-Needed Services</b>	Contractor must comply with the requirements.	Inspection & Observation	\$200 per occurrence per facility
SOW: Section 22.0	Grounds Maintenance Services Monitoring Reports	Contractor must comply with the requirements	Receipt of Documents	\$150 per occurrence

**Note:** This chart covers deductions/fees for contract non-compliance. Sections of the contract may contain deductions for the specific violations not addressed here.

# **EXHIBIT B**

## **PRICING SCHEDULE**

# **EXHIBIT B**

# **AREA 3**

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: A.C. Billbrew Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>1 1/2</u>	hours per week	<u>7</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1 1/2</u>	hours per week	<u>7</u> hours per month
Other:	<u>          </u>	<u>          </u>	hours per week	<u>          </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>20.00</u>	<u>860.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: A.C. Billbrew Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
J. AERIFICATION (SOW 17.10)	3	<u>30.00</u>	<u>90.00</u>
K. FERTILIZATION (SOW 17.11)	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
M. RODENT CONTROL (SOW 17.13)	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
N. SITE INSPECTION AND REPORTING (SOW 18.1)	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>5.00</u>	<u>260.00</u>
P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
Q. Tree Trimming (SOW 19.1)	1	<u>692.00</u>	<u>692.00</u>
R. Tree Pruning (SOW 19.3)	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>	\$	<u>4560.00</u>	

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: A.C. Bilbrew Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
♦ Trees	\$ <u>250.00</u>
♦ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
♦ Turf	\$ <u>250.00</u>
♦ Trees	\$ <u>960.00</u>
♦ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
♦ Price Per Controller	\$ <u>485.00</u>
♦ Price per Sprinkler Head	\$ <u>6.00</u>
♦ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY:                     Carson Library                    

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:	_____	_____	hours per week	_____ hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
A. <b>SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
B. <b>LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
C. <b>SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
D. <b>MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>30.00</u>	<u>1290.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
E. <b>MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
F. <b>WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
G. <b>RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
H. <b>SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Carson Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>2054.00</u>	<u>2054.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>	\$	<u>6612.00</u>	

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Carson Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Compton Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:			hours per week	hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>20.00</u>	<u>860.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Compton Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>20.00</u>	<u>1040.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>2794.00</u>	<u>2794.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>	<b>\$</b>	<u><u>7872.00</u></u>	

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Compton Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>900.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Gardena Mayme Dear Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:	<u>        </u>	<u>        </u>	hours per week	<u>        </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>20.00</u>	<u>860.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Gardena Mayme Dear Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>1200.00</u>	<u>1200.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<b>\$</b>	<u><u>5388.00</u></u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Gardena Mayme Dear Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Lawndale Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Working Supervisor:	<u>1</u>	<u>3</u>	hours per week	<u>12</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>3</u>	hours per week	<u>12</u> hours per month
Other:	<u>          </u>	<u>          </u>	hours per week	<u>          </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>30.00</u>	<u>1290.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Laundale Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>2282.00</u>	<u>2282.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>6840.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

**FACILITY:** Lawndale Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Lomita Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Working Supervisor:	<u>1</u>	<u>4</u>	hours per week	<u>16</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>4</u>	hours per week	<u>16</u> hours per month
Other:			hours per week	hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>40.00</u>	<u>1720.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Lomita Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>50.00</u>	<u>150.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>15.00</u>	<u>780.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>4892.00</u>	<u>4892.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		\$ <u>10,200.00</u>	

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

**FACILITY:** Lomita Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
♦ Trees	\$ <u>250.00</u>
♦ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
♦ Turf	\$ <u>250.00</u>
♦ Trees	\$ <u>960.00</u>
♦ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
♦ Price Per Controller	\$ <u>485.00</u>
♦ Price per Sprinkler Head	\$ <u>6.00</u>
♦ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Manhattan Beach Library

	<b>Number of Staff Assigned</b>		<b>Hours of service</b>	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>1 1/2</u>	hours per week	<u>7</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1 1/2</u>	hours per week	<u>7</u> hours per month
Other:	<u>          </u>	<u>          </u>	hours per week	<u>          </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

<b>MAINTENANCE FUNCTIONS</b>	<b>ANNUAL FREQUENCY</b>	<b>COST PER FREQUENCY</b>	<b>ANNUAL COST</b>
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
A. <b>SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
B. <b>LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
C. <b>SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
D. <b>MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>—</u>	<u>—</u>
♦ Specialized Areas	43	<u>—</u>	<u>—</u>
E. <b>MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>—</u>	<u>—</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
F. <b>WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
G. <b>RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
H. <b>SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Manhattan Beach Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>—</u>	<u>—</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>920.00</u>	<u>920.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>3840.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Manhattan Beach Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Dr. Martin Luther King Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>1 1/2</u>	hours per week	<u>7</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1 1/2</u>	hours per week	<u>7</u> hours per month
Other:			hours per week	hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>—</u>	<u>—</u>
♦ Specialized Areas	43	<u>—</u>	<u>—</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>—</u>	<u>—</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Dr. Martin Luther King Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
J. AERIFICATION (SOW 17.10)	3	<u>—</u>	<u>—</u>
K. FERTILIZATION (SOW 17.11)	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
M. RODENT CONTROL (SOW 17.13)	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
N. SITE INSPECTION AND REPORTING (SOW 18.1)	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
Q. Tree Trimming (SOW 19.1)	1	<u>1820.00</u>	<u>1820.00</u>
R. Tree Pruning (SOW 19.3)	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>4740.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

**FACILITY:** Dr. Martin Luther King Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

	COST PER REQUEST
<b>IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES</b>	
<b>S. SAFETY CLEARANCE (SOW 20.1)</b>	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING (SOW 20.2)</b>	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS (SOW 20.3)</b>	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL (SOW 20.4)</b>	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b>	\$ <u>550.00</u>	\$ <u>400.00</u>
Post emergency or cultivation		

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Maseo W. Satow library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>1 1/2</u>	hours per week	<u>7</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1 1/2</u>	hours per week	<u>7</u> hours per month
Other:	<u>          </u>	<u>          </u>	hours per week	<u>          </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>10.00</u>	<u>430.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Maseo W. Satow Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>5.00</u>	<u>260.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>342.00</u>	<u>342.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>3780.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Maseo W. Satow Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>900.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

# **EXHIBIT B**

# **AREA 4**

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Culver City Julian Dixon Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:	<u>        </u>	<u>        </u>	hours per week	<u>        </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>10.00</u>	<u>430.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Culver City Julian Dixon Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>2182.00</u>	<u>2182.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		\$	<u><u>5880.00</u></u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Culver City Julian Dixon Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Florence Library

	Number of Staff Assigned			Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u>	hours per month
Working Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u>	hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1</u>	hours per week	<u>4</u>	hours per month
Other:	<u>          </u>	<u>          </u>	hours per week	<u>          </u>	hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	<b>52</b>	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	<b>12</b>	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>—</u>	<u>—</u>
♦ Specialized Areas	43	<u>—</u>	<u>—</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>—</u>	<u>—</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Florence Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>-</u>	<u>-</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>5.00</u>	<u>260.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>340.00</u>	<u>340.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>3000.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Florence Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11 – FLORENCE PARKING LOT  
PRICING SCHEDULE**

**FACILITY:** FLORENCE PARKING LOT

	<b>Number of Staff Assigned</b>		<b>Hours of service</b>	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	_____	_____	hours per week	_____ hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>5</u>	hours per week	<u>20</u> hours per month
Other:	_____	_____	hours per week	_____ hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

<b>MAINTENANCE FUNCTIONS</b>	<b>ANNUAL FREQUENCY</b>	<b>COST PER FREQUENCY</b>	<b>ANNUAL COST</b>
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	<b>52</b>	<u>1.00</u>	<u>52.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	<b>5 per Week</b>	<u>4.00</u>	<u>1040.00</u>
♦ Undeveloped Areas	<b>5 per Week</b>	<u>1.00</u>	<u>260.00</u>
♦ Empty trash cans and replace liners	<b>5 per Week</b>	<u>4.00</u>	<u>1040.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	<b>12</b>	<u>1.00</u>	<u>12.00</u>
<b>D. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Paved Areas, Beds, Planters, and Landscape	<b>52</b>	<u>2.00</u>	<u>104.00</u>
<b>E. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	<b>52</b>	<u>2.00</u>	<u>104.00</u>
<b>F. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	<b>5 per Week</b>	<u>1.00</u>	<u>260.00</u>
<b>G. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
♦ Shrub Clearance / Pruning	<b>52</b>	<u>3.00</u>	<u>156.00</u>
♦ Tree Clearance	<b>12</b>	<u>30.00</u>	<u>360.00</u>
♦ Hedge Trimming / Shaping	<b>52</b>	<u>10.00</u>	<u>520.00</u>
<b>H. FERTILIZATION (SOW 17.11)</b>	<b>3</b>	<u>10.00</u>	<u>30.00</u>
<b>I. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
♦ Beds and Planters, Walkways, Hard Surfaces Drainage Areas, Curb & Gutter Expansion Joints	<b>12</b>	<u>10.00</u>	<u>120.00</u>
<b>J. RODENT CONTROL (SOW 17.13)</b>	<b>12</b>	<u>10.00</u>	<u>120.00</u>

**REQUIRED FORM – EXHIBIT 11 – FLORENCE PARKING LOT  
PRICING SCHEDULE**

**FACILITY:** FLORENCE PARKING LOT

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>K. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>2.00</u>	<u>104.00</u>
<b>L. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>1.00</u>	<u>52.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>20.00</u>	<u>1040.00</u>
<b>M. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	5 per Week	<u>1.00</u>	<u>260.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>N. Tree Trimming (SOW 19.1)</b>	1	<u>570.00</u>	<u>570.00</u>
<b>O. Tree Pruning (SOW 19.3)</b>	12	<u>20</u>	<u>240.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>	<b>\$</b>	<u>6,600.00</u>	

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at the Florence Parking Lot at the request of the County.

**COST PER REQUEST**

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES**

<b>S. SAFETY CLEARANCE (SOW 20.1)</b>		
◆ Trees	\$	<u>120.00</u>
◆ Hedges / Shrubs	\$	<u>120.00</u>
<b>V. DISEASE / INSECT CONTROL (SOW 20.4)</b>		
◆ Trees	\$	<u>150.00</u>
◆ Shrubs	\$	<u>150.00</u>
<b>W. IRRIGATION</b>		
◆ Price Per Controller	\$	<u>480.00</u>
◆ Price per Sprinkler Head	\$	<u>6.00</u>
◆ Price per Quick Coupler	\$	<u>48.00</u>

**FLAT DAILY RATE:**

Flat daily rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 25.00 per day (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Graham Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Other:	<u>        </u>	<u>        </u>	hours per week	<u>        </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
◆ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
◆ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
◆ General Turf Areas	43	<u>10.00</u>	<u>430.00</u>
◆ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
◆ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
◆ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
◆ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
◆ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
◆ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
◆ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
◆ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Graham Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>5.00</u>	<u>260.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>312.00</u>	<u>312.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>3720.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Graham Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
♦ Trees	\$ <u>250.00</u>
♦ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
♦ Turf	\$ <u>250.00</u>
♦ Trees	\$ <u>960.00</u>
♦ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
♦ Price Per Controller	\$ <u>485.00</u>
♦ Price per Sprinkler Head	\$ <u>6.00</u>
♦ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Hawthorne Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Other:	<u>        </u>	<u>        </u>	hours per week	<u>        </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>—</u>	<u>—</u>
♦ Specialized Areas	43	<u>—</u>	<u>—</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Hawthorne Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>—</u>	<u>—</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>5.00</u>	<u>260.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>931.00</u>	<u>931.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>3720.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Hawthorne Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

**S. SAFETY CLEARANCE (SOW 20.1)**

- ◆ Trees \$ 250.00
- ◆ Hedges / Shrubs \$ 150.00

**T. RENOVATION / VERTICAL MOWING (SOW 20.2)** \$ 550.00

**U. TURF RE-SEEDING / RESTORATION OF BARE AREAS (SOW 20.3)** \$ 320.00

**V. DISEASE / INSECT CONTROL (SOW 20.4)**

- ◆ Turf \$ 250.00
- ◆ Trees \$ 960.00
- ◆ Shrubs / Ground Cover \$ 230.00

**W. IRRIGATION**

- ◆ Price Per Controller \$ 485.00
- ◆ Price per Sprinkler Head \$ 6.00
- ◆ Price per Quick Coupler \$ 48.00

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b>	\$ <u>550.00</u>	\$ <u>400.00</u>
Post emergency or cultivation		

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Holly Park IT Facility

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Other:	<u>          </u>	<u>          </u>	hours per week	<u>          </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
◆ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
◆ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
◆ General Turf Areas	43	<u>10.00</u>	<u>430.00</u>
◆ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
◆ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
◆ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
◆ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
◆ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
◆ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
◆ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
◆ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Hollypark IT Facility

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>5.00</u>	<u>260.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>282.00</u>	<u>282.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>3720.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Holly Park IT Facility

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

**S. SAFETY CLEARANCE (SOW 20.1)**

◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>

**T. RENOVATION / VERTICAL MOWING (SOW 20.2)**

\$ 550.00

**U. TURF RE-SEEDING / RESTORATION OF BARE AREAS (SOW 20.3)**

\$ 320.00

**V. DISEASE / INSECT CONTROL (SOW 20.4)**

◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>

**W. IRRIGATION**

◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Lennox Library

	Number of Staff Assigned			Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u>	hours per month
Working Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u>	hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1</u>	hours per week	<u>4</u>	hours per month
Other:	<u>        </u>	<u>        </u>	hours per week	<u>        </u>	hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>1</u>	<u>52.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>10.00</u>	<u>430.00</u>
♦ Specialized Areas	43	<u>1</u>	<u>43.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>2.00</u>	<u>104.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Lennox Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>—</u>	<u>—</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>8.00</u>	<u>96.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>5.00</u>	<u>260.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>—</u>	<u>—</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>—</u>	<u>—</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		\$ <u>3024.00</u>	

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

**FACILITY:** Lennox Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>900.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: View Park Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:	<u>        </u>	<u>        </u>	hours per week	<u>        </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
A. <b>SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
B. <b>LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
C. <b>SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
D. <b>MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>20.00</u>	<u>860.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
E. <b>MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
F. <b>WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
G. <b>RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
H. <b>SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: View Park Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>1272.00</u>	<u>1272.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<b>\$</b>	<u><u>5400.00</u></u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: View Park Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

**S. SAFETY CLEARANCE (SOW 20.1)**

- ◆ Trees \$ 250.00
- ◆ Hedges / Shrubs \$ 150.00

**T. RENOVATION / VERTICAL MOWING (SOW 20.2)** \$ 550.00

**U. TURF RE-SEEDING / RESTORATION OF BARE AREAS (SOW 20.3)** \$ 320.00

**V. DISEASE / INSECT CONTROL (SOW 20.4)**

- ◆ Turf \$ 250.00
- ◆ Trees \$ 960.00
- ◆ Shrubs / Ground Cover \$ 230.00

**W. IRRIGATION**

- ◆ Price Per Controller \$ 485.00
- ◆ Price per Sprinkler Head \$ 6.00
- ◆ Price per Quick Coupler \$ 48.00

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b>	\$ <u>550.00</u>	\$ <u>400.00</u>
Post emergency or cultivation		

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Wiseburn Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Other:			hours per week	hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>—</u>	<u>—</u>
♦ Specialized Areas	43	<u>—</u>	<u>—</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>—</u>	<u>—</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Wiseburn Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>—</u>	<u>—</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>800.00</u>	<u>800.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>3720.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Wiseburn Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

**S. SAFETY CLEARANCE (SOW 20.1)**

- ◆ Trees \$ 250.00
- ◆ Hedges / Shrubs \$ 150.00

**T. RENOVATION / VERTICAL MOWING (SOW 20.2)** \$ 550.00

**U. TURF RE-SEEDING / RESTORATION OF BARE AREAS (SOW 20.3)** \$ 320.00

**V. DISEASE / INSECT CONTROL (SOW 20.4)**

- ◆ Turf \$ 250.00
- ◆ Trees \$ 960.00
- ◆ Shrubs / Ground Cover \$ 230.00

**W. IRRIGATION**

- ◆ Price Per Controller \$ 485.00
- ◆ Price per Sprinkler Head \$ 6.00
- ◆ Price per Quick Coupler \$ 48.00

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b>	\$ <u>550.00</u>	\$ <u>400.00</u>
Post emergency or cultivation		

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Woodcrest Library

	Number of Staff Assigned	Hours of service		
Supervisor:	<u>1</u>	_____	hours per week	_____ hours per month
Working Supervisor:	<u>1</u>	_____	hours per week	_____ hours per month
Grounds Maintenance Worker:	<u>1</u>	_____	hours per week	_____ hours per month
Other:	_____	_____	hours per week	_____ hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>20.00</u>	<u>860.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Woodcrest Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>15.00</u>	<u>780.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>1252.00</u>	<u>1252.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		\$	<u><u>5640.00</u></u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Wood Crest Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
♦ Trees	\$ <u>250.00</u>
♦ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
♦ Turf	\$ <u>250.00</u>
♦ Trees	\$ <u>960.00</u>
♦ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
♦ Price Per Controller	\$ <u>485.00</u>
♦ Price per Sprinkler Head	\$ <u>6.00</u>
♦ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

# **EXHIBIT B**

# **AREA 5**

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Clifton M. Brakensiek Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:	<u>        </u>	<u>        </u>	hours per week	<u>        </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>30.00</u>	<u>1290.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Clifton M. Brakensiek Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING</b> (SOW 17.9)			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION</b> (SOW 17.10)	3	<u>40.00</u>	<u>120.00</u>
<b>K. FERTILIZATION</b> (SOW 17.11)	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING</b> (SOW 17.12)			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL</b> (SOW 17.13)	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT</b> (SOW 18.0)			
<b>N. SITE INSPECTION AND REPORTING</b> (SOW 18.1)	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING</b> (SOW 18.2)			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT</b> (SOW 18.3)	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT</b> (SOW 19.0)			
<b>Q. Tree Trimming</b> (SOW 19.1)	1	<u>2,132.00</u>	<u>2,132.00</u>
<b>R. Tree Pruning</b> (SOW 19.3)	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>	<b>\$</b>	<u><u>6,720.00</u></u>	

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

**FACILITY:** Clifton M. Brakensiek Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

<b>IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES</b>	<b>COST PER REQUEST</b>
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
♦ Trees	\$ <u>250.00</u>
♦ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
♦ Turf	\$ <u>250.00</u>
♦ Trees	\$ <u>960.00</u>
♦ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
♦ Price Per Controller	\$ <u>485.00</u>
♦ Price per Sprinkler Head	\$ <u>6.00</u>
♦ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Hollydale Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Other:	<u>          </u>	<u>          </u>	hours per week	<u>          </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>10.00</u>	<u>520.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>—</u>	<u>—</u>
♦ Specialized Areas	43	<u>—</u>	<u>—</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>—</u>	<u>—</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>10.00</u>	<u>520.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Hollydale Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>10.00</u>	<u>120.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>—</u>	<u>—</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>18.66</u>	<u>56.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>5.00</u>	<u>260.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>—</u>	<u>—</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>—</u>	<u>—</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>3,348.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Hollydale Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: La Mirada Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:			hours per week	hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
◆ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
◆ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
◆ General Turf Areas	43	<u>20.00</u>	<u>860.00</u>
◆ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
◆ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
◆ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
◆ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
◆ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
◆ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
◆ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
◆ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: La Mirada Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>15.00</u>	<u>780.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>2932.00</u>	<u>2932.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<b>\$</b>	<u><u>7320.00</u></u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: La Mirada Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

**S. SAFETY CLEARANCE (SOW 20.1)**

- ◆ Trees \$ 250.00
- ◆ Hedges / Shrubs \$ 150.00

**T. RENOVATION / VERTICAL MOWING (SOW 20.2)** \$ 550.00

**U. TURF RE-SEEDING / RESTORATION OF BARE AREAS (SOW 20.3)** \$ 320.00

**V. DISEASE / INSECT CONTROL (SOW 20.4)**

- ◆ Turf \$ 250.00
- ◆ Trees \$ 960.00
- ◆ Shrubs / Ground Cover \$ 230.00

**W. IRRIGATION**

- ◆ Price Per Controller \$ 485.00
- ◆ Price per Sprinkler Head \$ 6.00
- ◆ Price per Quick Coupler \$ 48.00

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b>	\$ <u>550.00</u>	\$ <u>400.00</u>
Post emergency or cultivation		

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Leland R. Weaver Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:	<u>        </u>	<u>        </u>	hours per week	<u>        </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
◆ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
◆ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
◆ General Turf Areas	43	<u>20.00</u>	<u>860.00</u>
◆ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
◆ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
◆ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
◆ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
◆ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
◆ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
◆ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
◆ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Leland R. Weaver Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>1,800.00</u>	<u>1,800.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>5,928.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

**FACILITY:** Leland R. Weaver Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Los Nietos Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:	<u>          </u>	<u>          </u>	hours per week	<u>          </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>30.00</u>	<u>1290.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Los Nietos Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>1,430.00</u>	<u>1,430.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>5,988.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Los Nietos Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE (SOW 20.1)</b>	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING (SOW 20.2)</b>	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS (SOW 20.3)</b>	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL (SOW 20.4)</b>	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Lynwood Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:			hours per week	hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>5.00</u>	<u>215.00</u>
♦ Specialized Areas	43	<u>2.00</u>	<u>86.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>2.00</u>	<u>86.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Lynwood Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>10.00</u>	<u>30.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>2,063.00</u>	<u>2,063.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>	<b>\$</b>	<u><u>5,400.00</u></u>	

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Lynwood Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES	COST PER REQUEST
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
♦ Trees	\$ <u>250.00</u>
♦ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
♦ Turf	\$ <u>250.00</u>
♦ Trees	\$ <u>960.00</u>
♦ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
♦ Price Per Controller	\$ <u>485.00</u>
♦ Price per Sprinkler Head	\$ <u>6.00</u>
♦ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Norwalk Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>4</u>	hours per week	<u>16</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>4</u>	hours per week	<u>16</u> hours per month
Other:	<u>          </u>	<u>          </u>	hours per week	<u>          </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>40.00</u>	<u>1720.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>10.00</u>	<u>430.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>10.00</u>	<u>520.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Norwalk Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING</b> (SOW 17.9)			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
J. <b>AERIFICATION</b> (SOW 17.10)	3	<u>50.00</u>	<u>150.00</u>
K. <b>FERTILIZATION</b> (SOW 17.11)	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING</b> (SOW 17.12)			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
M. <b>RODENT CONTROL</b> (SOW 17.13)	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT</b> (SOW 18.0)			
N. <b>SITE INSPECTION AND REPORTING</b> (SOW 18.1)	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING</b> (SOW 18.2)			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>20.00</u>	<u>1040.00</u>
P. <b>WATERING AND IRRIGATION SYSTEM MANAGEMENT</b> (SOW 18.3)	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT</b> (SOW 19.0)			
Q. <b>Tree Trimming</b> (SOW 19.1)	1	<u>3,367.00</u>	<u>3,367.00</u>
R. <b>Tree Pruning</b> (SOW 19.3)	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>9,600.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Norwalk Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Paramount Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:	<u>        </u>	<u>        </u>	hours per week	<u>        </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>20.00</u>	<u>860.00</u>
♦ Specialized Areas	43	<u>3.00</u>	<u>129.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>3.00</u>	<u>129.00</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Paramount Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>30.00</u>	<u>90.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>10.00</u>	<u>520.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>1,572.00</u>	<u>1,572.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		\$ <u>5,700.00</u>	

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Paramount Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Rivera Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Working Supervisor:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>2</u>	hours per week	<u>8</u> hours per month
Other:			hours per week	hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>—</u>	<u>—</u>
♦ Specialized Areas	43	<u>—</u>	<u>—</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>—</u>	<u>—</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Rivera Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>—</u>	<u>—</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>3.00</u>	<u>156.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>3.00</u>	<u>156.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>15.00</u>	<u>780.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>1,620.00</u>	<u>1,620.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<u>\$</u>	<u>4,800.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: Rivera Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

**REQUIRED FORMS – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: South Whittier Library

	Number of Staff Assigned		Hours of service	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>1</u> hours per month
Working Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Other:			hours per week	hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>3.00</u>	<u>156.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>-</u>	<u>-</u>
♦ Specialized Areas	43	<u>-</u>	<u>-</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>-</u>	<u>-</u>
♦ Ground Cover Areas	12	<u>3.00</u>	<u>36.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>4.00</u>	<u>208.00</u>
♦ Bare Areas	26	<u>4.00</u>	<u>104.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>3.00</u>	<u>156.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>5.00</u>	<u>260.00</u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

FACILITY: South Whittier Library

MAINTENANCE FUNCTIONS	ANNUAL FREQUENCY	COST PER FREQUENCY	ANNUAL COST
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>3.00</u>	<u>36.00</u>
◆ Tree Clearance	12	<u>3.00</u>	<u>36.00</u>
◆ Hedge Trimming / Shaping	12	<u>3.00</u>	<u>36.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>—</u>	<u>—</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>20.00</u>	<u>60.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>5.00</u>	<u>60.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>2.00</u>	<u>104.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>2.00</u>	<u>104.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>2.00</u>	<u>104.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>3.00</u>	<u>156.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>—</u>	<u>—</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>—</u>	<u>—</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>		<b>\$</b>	<u><u>2280.00</u></u>

**REQUIRED FORM – EXHIBIT 11  
PRICING SCHEDULE**

**FACILITY:** South Whittier Library

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for Specialty / Additional / As-Needed work to be performed at this facility at the request of the County.

**IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES** **COST PER REQUEST**

<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
◆ Trees	\$ <u>250.00</u>
◆ Hedges / Shrubs	\$ <u>150.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>550.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>320.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
◆ Turf	\$ <u>250.00</u>
◆ Trees	\$ <u>960.00</u>
◆ Shrubs / Ground Cover	\$ <u>230.00</u>
<b>W. IRRIGATION</b>	
◆ Price Per Controller	\$ <u>485.00</u>
◆ Price per Sprinkler Head	\$ <u>6.00</u>
◆ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>550.00</u>	\$ <u>400.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 120.00 per week (use figures)

## **EXHIBIT B**

# **LOS NIETOS COMMUNITY AND SENIOR CENTER**

**REQUIRED FORMS – EXHIBIT 11 – LOS NIETOS COMMUNITY AND SENIOR CENTER  
PRICING SCHEDULE**

**FACILITY: LOS NIETOS COMMUNITY AND SENIOR CENTER**

	<b>Number of Staff Assigned</b>		<b>Hours of service</b>	
Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>1</u> hours per month
Working Supervisor:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Grounds Maintenance Worker:	<u>1</u>	<u>1</u>	hours per week	<u>4</u> hours per month
Other:	<u>          </u>	<u>          </u>	hours per week	<u>          </u> hours per month

In accordance with the Specific Work Requirements of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for the work to be performed at this facility.

<b>MAINTENANCE FUNCTIONS</b>	<b>ANNUAL FREQUENCY</b>	<b>COST PER FREQUENCY</b>	<b>ANNUAL COST</b>
<b>I. LANDSCAPE MANAGEMENT (SOW 17.0)</b>			
<b>A. SITE INSPECTION AND REPORTING (SOW 17.1)</b>	52	<u>1.00</u>	<u>52.00</u>
<b>B. LITTER CONTROL (SOW 17.2)</b>			
♦ Developed Areas	52	<u>2.00</u>	<u>104.00</u>
♦ Undeveloped Areas	52	<u>3.00</u>	<u>156.00</u>
<b>C. SWALES AND DRAINS (SOW 17.3)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>D. MOWING (SOW 17.4)</b>			
♦ General Turf Areas	43	<u>10.00</u>	<u>430.00</u>
♦ Specialized Areas	43	<u>2.00</u>	<u>86.00</u>
<b>E. MECHANICAL EDGING (SOW 17.5)</b>			
♦ Turf Areas	43	<u>5.00</u>	<u>215.00</u>
♦ Ground Cover Areas	12	<u>5.00</u>	<u>60.00</u>
<b>F. WEED REMOVAL (SOW 17.6)</b>			
♦ Walks, Beds, Planters, and Landscape	52	<u>5.00</u>	<u>260.00</u>
♦ Bare Areas	26	<u>2.00</u>	<u>52.00</u>
♦ Undeveloped Areas	26	<u>2.00</u>	<u>52.00</u>
<b>G. RAKING (SOW 17.7)</b>			
♦ Turf Under Trees, Planter Beds, and Shrub Beds	52	<u>2.00</u>	<u>104.00</u>
<b>H. SWEEPING (SOW 17.8)</b>			
♦ Hard Surfaces, Walks, Steps, Parking Lot Spaces and Corners, and Inaccessible Areas.	52	<u>2.00</u>	<u>104.00</u>

**REQUIRED FORM – EXHIBIT 11 – LOS NIETOS COMMUNITY AND SENIOR CENTER  
PRICING SCHEDULE**

**FACILITY: LOS NIETOS COMMUNITY AND SENIOR CENTER**

<b>MAINTENANCE FUNCTIONS</b>	<b>ANNUAL FREQUENCY</b>	<b>COST PER FREQUENCY</b>	<b>ANNUAL COST</b>
<b>I. CLEARANCE, PRUNING AND HEDGE TRIMMING / SHAPING (SOW 17.9)</b>			
◆ Shrub Clearance / Pruning	12	<u>20.00</u>	<u>240.00</u>
◆ Tree Clearance	12	<u>10.00</u>	<u>120.00</u>
◆ Hedge Trimming / Shaping	12	<u>10.00</u>	<u>120.00</u>
<b>J. AERIFICATION (SOW 17.10)</b>	3	<u>10.00</u>	<u>30.00</u>
<b>K. FERTILIZATION (SOW 17.11)</b>	3	<u>10.00</u>	<u>30.00</u>
<b>L. CHEMICAL EDGING/DETAILING (SOW 17.12)</b>			
◆ Turf - Detailing General Turf Areas with Systemic Herbicides	12	<u>5.00</u>	<u>60.00</u>
◆ Beds and Planters, Walkways, Hard Surfaces, Undeveloped Areas, Drainage Areas, Curb & Gutter Expansion Joints.	12	<u>5.00</u>	<u>60.00</u>
<b>M. RODENT CONTROL (SOW 17.13)</b>	12	<u>2.00</u>	<u>24.00</u>
<b>II. WATERING AND IRRIGATION MANAGEMENT (SOW 18.0)</b>			
<b>N. SITE INSPECTION AND REPORTING (SOW 18.1)</b>	52	<u>1.00</u>	<u>52.00</u>
<b>O. IRRIGATION AND SYSTEM OPERABILITY AND TESTING (SOW 18.2)</b>			
◆ Inspect, Operate, Control and Make Adjustments	52	<u>1.00</u>	<u>52.00</u>
◆ Valve Box Integrity – Replace Covers, Check for Safety and Security	52	<u>1.00</u>	<u>52.00</u>
◆ Repair, Replace, Relocate Sprinkler Heads	52	<u>5.00</u>	<u>260.00</u>
<b>P. WATERING AND IRRIGATION SYSTEM MANAGEMENT (SOW 18.3)</b>	52	<u>1.00</u>	<u>52.00</u>
<b>III. TREE MANAGEMENT (SOW 19.0)</b>			
<b>Q. Tree Trimming (SOW 19.1)</b>	1	<u>—</u>	<u>200.00</u>
<b>R. Tree Pruning (SOW 19.3)</b>	12	<u>10.00</u>	<u>120.00</u>
<b>TOTAL MAINTENANCE COST PER YEAR:</b>			
Not to be included in the Cost for Libraries		\$	<u>3171.00</u>

**REQUIRED FORM – EXHIBIT 11 – LOS NIETOS COMMUNITY AND SENIOR CENTER  
PRICING SCHEDULE**

**FACILITY: LOS NIETOS COMMUNITY AND SENIOR CENTER**

In accordance with the Specific Work Requirements and Unanticipated Work of the Statement of Work (SOW), the Proposer is herewith submitting the following Pricing Schedule for **Specialty / Additional / As-Needed** work to be performed at this facility at the request of the County.

<b>IV. SPECIALTY / ADDITIONAL / AS-NEEDED SERVICES</b>	<b>COST PER REQUEST</b>
<b>S. SAFETY CLEARANCE</b> (SOW 20.1)	
♦ Trees	\$ <u>150.00</u>
♦ Hedges / Shrubs	\$ <u>50.00</u>
<b>T. RENOVATION / VERTICAL MOWING</b> (SOW 20.2)	\$ <u>320.00</u>
<b>U. TURF RE-SEEDING / RESTORATION OF BARE AREAS</b> (SOW 20.3)	\$ <u>150.00</u>
<b>V. DISEASE / INSECT CONTROL</b> (SOW 20.4)	
♦ Turf	\$ <u>100.00</u>
♦ Trees	\$ <u>100.00</u>
♦ Shrubs / Ground Cover	\$ <u>150.00</u>
<b>W. IRRIGATION</b>	
♦ Price Per Controller	\$ <u>485.00</u>
♦ Price per Sprinkler Head	\$ <u>6.00</u>
♦ Price per Quick Coupler	\$ <u>48.00</u>

The following cost of 1,000 Square Feet (SF) includes labor and equipment with the wholesale cost of materials:

	Initial Cost for First 1,000 SF	Each Additional 1,000 SF
<b>X. RE-SEEDING BARE AREAS / TURF</b> Post emergency or cultivation	\$ <u>250.00</u>	\$ <u>300.00</u>

**FLAT WEEKLY RATE:**

Flat weekly rate to be added or deducted to the Annual Contractor's Fee when increasing or reducing days of service at this facility:

\$ 50.00 per week (use figures)

# **EXHIBIT C**

## **CONTRACTOR'S PROPOSED SCHEDULE**

**REQUIRED FORMS – EXHIBIT 11A  
CONTRACTOR’S PROPOSED SCHEDULE**

HONORABLE BOARD OF SUPERVISORS  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

The undersigned offers to provide all labor and supplies necessary for the provision of landscape and grounds maintenance services at the County of Los Angeles Public Library’s Landscape and Grounds Maintenance Area 3 as identified in the attached specifications.

Said work shall be done for the period prescribed and in the manner set forth in said specifications, and compensation therefore shall be computed under the formula provided therein based upon the hereinafter proposal price. I agree that if my proposal is accepted by the County Board of Supervisors, I will commence Public Library services on 15 days notice.

I agree to provide the specified services at the County of Los Angeles Public Library in accordance with the attached specifications for the following submitted compensation which shall apply to weekdays, weekend, holiday, overtime, and extra personnel coverage.

**STANDARD SERVICE PROPOSALS**

**MONTHLY CONTRACTOR FEE FOR AREA 3:**

\$ 4,486.00 per month (use figures)

**ANNUAL CONTRACTOR FEE FOR EACH OF THE FOUR CONTRACT YEARS OF AREA 3 (same amount for each year)**

\$ 53,832.00 per year (use figures)

Make up of staff assigned to service libraries in this Area 3:

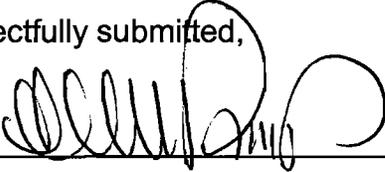
**FULL TIME EMPLOYEES:**

Number of supervisors: 1 Hourly Wage: 16.00  
 Number of working supervisors: 1 Hourly Wage: 12.00  
 Number of grounds maintenance workers: 1 Hourly Wage: 11.84  
 Other: ( \_\_\_\_\_ ) \_\_\_\_\_ Hourly Wage: \_\_\_\_\_

**SPECIALTY CREWS:**

Number of plumbers: 1 Hourly Wage: 11.84  
 Number of tree trimmers: 1 Hourly Wage: 11.84  
 Number of irrigation specialists: \_\_\_\_\_ Hourly Wage: \_\_\_\_\_  
 Other: ( Emergency Calls ) 1 Hourly Wage: 25.00

Respectfully submitted,

By:  SEPEHR RAAFAT

President  
Title

4-30-2012  
Date

SEPCO BARTHSKAP, INC.  
Firm or Corporation Name

List name(s) of all joint ventures, partners, subcontractors or others having any right or interest in this contract or the proceeds thereof.

**REQUIRED FORMS – EXHIBIT 11A  
CONTRACTOR’S PROPOSED SCHEDULE**

HONORABLE BOARD OF SUPERVISORS  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

The undersigned offers to provide all labor and supplies necessary for the provision of landscape and grounds maintenance services at the County of Los Angeles Public Library’s Landscape and Grounds Maintenance **Area 4** as identified in the attached specifications.

Said work shall be done for the period prescribed and in the manner set forth in said specifications, and compensation therefore shall be computed under the formula provided therein based upon the hereinafter proposal price. I agree that if my proposal is accepted by the County Board of Supervisors, I will commence Public Library services on 15 days notice.

I agree to provide the specified services at the County of Los Angeles Public Library in accordance with the attached specifications for the following submitted compensation which shall apply to weekdays, weekend, holiday, overtime, and extra personnel coverage.

**STANDARD SERVICE PROPOSALS**

**MONTHLY CONTRACTOR FEE FOR AREA 4:**

\$ 3,702.00 per month (use figures)

**ANNUAL CONTRACTOR FEE FOR EACH OF THE FOUR CONTRACT YEARS OF AREA 4 (same amount for each year)**

\$ 44,424.00 per year (use figures)

Make up of staff assigned to service libraries in this Area 4:

**FULL TIME EMPLOYEES:**

Number of supervisors: 1 Hourly Wage: 16.00  
Number of working supervisors: 1 Hourly Wage: 12.00  
Number of grounds maintenance workers: 1 Hourly Wage: 11.84  
Other: ( \_\_\_\_\_ ) \_\_\_\_\_ Hourly Wage: \_\_\_\_\_

**SPECIALTY CREWS:**

Number of plumbers: 1 Hourly Wage: 11.84  
Number of tree trimmers: 1 Hourly Wage: 11.84  
Number of irrigation specialists: \_\_\_\_\_ Hourly Wage: \_\_\_\_\_  
Other: ( Emergency Calls ) 1 Hourly Wage: 25.00

Respectfully submitted,

By:  SEPEHR RAAFAT

President

Title

4-30-2012

Date

SEPCO EARTHSCAPE, INC.

Firm or Corporation Name

List name(s) of all joint ventures, partners, subcontractors or others having any right or interest in this contract or the proceeds thereof.

**REQUIRED FORMS – EXHIBIT 11A  
CONTRACTOR’S PROPOSED SCHEDULE**

HONORABLE BOARD OF SUPERVISORS  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

The undersigned offers to provide all labor and supplies necessary for the provision of landscape and grounds maintenance services at the County of Los Angeles Public Library’s Landscape and Grounds Maintenance **Area 5** as identified in the attached specifications.

Said work shall be done for the period prescribed and in the manner set forth in said specifications, and compensation therefore shall be computed under the formula provided therein based upon the hereinafter proposal price. I agree that if my proposal is accepted by the County Board of Supervisors, I will commence Public Library services on 15 days notice.

I agree to provide the specified services at the County of Los Angeles Public Library in accordance with the attached specifications for the following submitted compensation which shall apply to weekdays, weekend, holiday, overtime, and extra personnel coverage.

**STANDARD SERVICE PROPOSALS**

**MONTHLY CONTRACTOR FEE FOR AREA 5:**

\$ 4,757.00 per month (use figures)

**ANNUAL CONTRACTOR FEE FOR EACH OF THE FOUR CONTRACT YEARS OF AREA 5 (same amount for each year)**

\$ 57,084.00 per year (use figures)

Make up of staff assigned to service libraries in this Area 5:

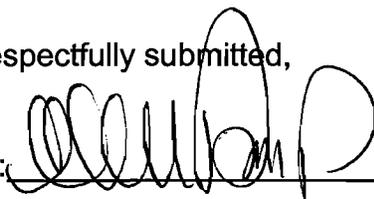
**FULL TIME EMPLOYEES:**

Number of supervisors: 1 Hourly Wage: 16.00  
Number of working supervisors: 1 Hourly Wage: 12.00  
Number of grounds maintenance workers: 1 Hourly Wage: 11.84  
Other: ( \_\_\_\_\_ ) \_\_\_\_\_ Hourly Wage: \_\_\_\_\_

**SPECIALTY CREWS:**

Number of plumbers: 1 Hourly Wage: 11.84  
Number of tree trimmers: 1 Hourly Wage: 11.84  
Number of irrigation specialists: \_\_\_\_\_ Hourly Wage: \_\_\_\_\_  
Other: ( Emergency Calls ) 1 Hourly Wage: 25.00

Respectfully submitted,

By:  SEPEHR RAAFAT

President  
Title

4-30-2012  
Date

SEPCO EARTHSCAPE, Inc.  
Firm or Corporation Name

List name(s) of all joint ventures, partners, subcontractors or others having any right or interest in this contract or the proceeds thereof.

**REQUIRED FORMS – EXHIBIT 11A  
CONTRACTOR’S PROPOSED SCHEDULE**

HONORABLE BOARD OF SUPERVISORS  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

The undersigned offers to provide all labor and supplies necessary for the provision of landscape and grounds maintenance services at the County of Los Angeles Department of Community and Senior Services – Los Nietos Community and Senior Center’s Landscape and Grounds Maintenance as identified in the attached specifications.

Said work shall be done for the period prescribed and in the manner set forth in said specifications, and compensation therefore shall be computed under the formula provided therein based upon the hereinafter proposal price. I agree that if my proposal is accepted by the County Board of Supervisors, I will commence the Los Nietos Community and Senior Center services on 15 days notice.

I agree to provide the specified services at the Los Nietos Community and Senior Center in accordance with the attached specifications for the following submitted compensation which shall apply to weekdays, weekend, holiday, overtime, and extra personnel coverage.

**STANDARD SERVICE PROPOSALS**

**MONTHLY CONTRACTOR FEE FOR LOS NIETOS COMMUNITY AND SENIOR CENTER:**

\$ 264.25 per month (use figures)

**ANNUAL CONTRACTOR FEE FOR EACH OF THE FOUR CONTRACT YEARS OF LOS NIETOS COMMUNITY AND SENIOR CENTER (same amount for each year)**

\$ 3,171.00 per year (use figures)

Make up of staff assigned to service Los Nietos Community and Senior Center:

**FULL TIME EMPLOYEES:**

Number of supervisors: 1 Hourly Wage: 16.00

Number of working supervisors: 1 Hourly Wage: 12.00

Number of grounds maintenance workers: 1 Hourly Wage: 11.84

Other: ( \_\_\_\_\_ ) \_\_\_\_\_ Hourly Wage: \_\_\_\_\_

**SPECIALTY CREWS:**

Number of plumbers: 1 Hourly Wage: 11.84

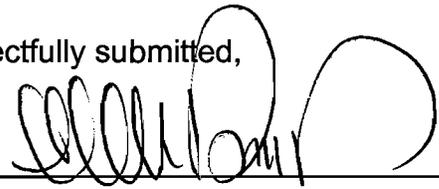
Number of tree trimmers: 1 Hourly Wage: 11.84

Number of irrigation specialists: \_\_\_\_\_ Hourly Wage: \_\_\_\_\_

Other: ( Emergency Calls ) 1 Hourly Wage: 25.00

Respectfully submitted,

By: \_\_\_\_\_

 SEPEHR RAAFAT

President

Title

Date

4-30-2012

SEPCO EARTHSCAPE, INC.

Firm or Corporation Name

List name(s) of all joint ventures, partners, subcontractors or others having any right or interest in this contract or the proceeds thereof.

# **EXHIBIT D**

## **CONTRACTOR'S EEO CERTIFICATION**

**CONTRACTOR'S EEO CERTIFICATION**

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Contractor Name

---

Address

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Internal Revenue Service Employer Identification Number

**GENERAL CERTIFICATION**

In accordance with Section 4.32.010 of the Code of the County of Los Angeles, the contractor, supplier, or vendor certifies and agrees that all persons employed by such firm, its affiliates, subsidiaries, or holding companies are and will be treated equally by the firm without regard to or because of race, religion, ancestry, national origin, or sex and in compliance with all anti-discrimination laws of the United States of America and the State of California.

**CONTRACTOR'S SPECIFIC CERTIFICATIONS**

- |    |   |     |    |
|----|---|-----|----|
| 1. | The Contractor has a written policy statement prohibiting discrimination in all phases of employment.   | Yes | No |
| 2. | The Contractor periodically conducts a self analysis or utilization analysis of its work force.   | Yes | No |
| 3. | The Contractor has a system for determining if its employment practices are discriminatory against protected groups.  | Yes | No |
| 4. | Where problem areas are identified in employment practices, the Contractor has a system for taking reasonable corrective action, to include establishment of goals or timetables. | Yes | No |

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Authorized Official's Printed Name and Title

---

Authorized Official's Signature

---

Date

# **EXHIBIT E**

## **COUNTY'S ADMINISTRATION**

## COUNTY'S ADMINISTRATION

**CONTRACT NO.** \_\_\_\_\_

**COUNTY PROJECT DIRECTOR:**

Name: **Elsa Muñoz**  
 Title: **Head, Support Services**  
 Address: **7400 E. Imperial Hwy., Room 221**  
           **Downey, CA 90242**  
 Telephone: **(562) 940-8450**  
 Facsimile: **(562) 803-0330**  
 E-Mail Address: **emunoz@library.lacounty.gov**

**COUNTY PROJECT MANAGER:**

Name: **Gilbert A. Garcia**  
 Title: **Contracts Services Coordinator**  
 Address: **7400 E. Imperial Hwy., Room 206**  
           **Downey, CA 90242**  
 Telephone: **(562) 940-8485**  
 Facsimile: **(562) 803-0016**  
 E-Mail Address: **ggarcia@library.lacounty.gov**

**COUNTY CONTRACT PROJECT MONITORS:**

Address: **7400 E. Imperial Hwy., Room 206**  
           **Downey, CA 90242**  
 Telephone: **(562) 940-8485**  
 Facsimile: **(562) 803-0016**

**Contracts Analyst**

Carolyn Donaldson	(562) 940-8580	<b><u>CDonaldson@library.lacounty.gov</u></b>
Leticia Isunza	(562) 940-6918	<b><u>LIsunza@library.lacounty.gov</u></b>
Marcia Lucero	(562) 940-6919	<b><u>MLucero@library.lacounty.gov</u></b>
Maria Vadai	(562) 940-8423	<b><u>MVadai@library.lacounty.gov</u></b>

# **EXHIBIT F**

## **CONTRACTOR'S ADMINISTRATION**

**CONTRACTOR'S ADMINISTRATION**

**CONTRACTOR'S NAME:** SEPCO EARTHSCAPE, INC.

**CONTRACT NO:** \_\_\_\_\_

**CONTRACTOR'S PROJECT MANAGER:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**CONTRACTOR'S AUTHORIZED OFFICIAL(S)**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Notices to Contractor shall be sent to the following:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

# **EXHIBIT G**

## **CONTRACTOR ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT**

**EXHIBIT G**

**CONTRACTOR ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT**

(Note: This certification is to be executed and returned to County with Contractor's executed Contract. Work cannot begin on the Contract until County receives this executed document.)

CONTRACTOR NAME SEPCO EARTHSCAPE, INC. Contract No. \_\_\_\_\_

**GENERAL INFORMATION:**

The Contractor referenced above has entered into a contract with the County of Los Angeles to provide certain services to the County. The County requires the Corporation to sign this Contractor Acknowledgement and Confidentiality Agreement.

**CONTRACTOR ACKNOWLEDGEMENT:**

Contractor understands and agrees that the Contractor employees, consultants, Outsourced Vendors and independent contractors (Contractor's Staff) that will provide services in the above referenced agreement are Contractor's sole responsibility. Contractor understands and agrees that Contractor's Staff must rely exclusively upon Contractor for payment of salary and any and all other benefits payable by virtue of Contractor's Staff's performance of work under the above-referenced contract.

Contractor understands and agrees that Contractor's Staff are not employees of the County of Los Angeles for any purpose whatsoever and that Contractor's Staff do not have and will not acquire any rights or benefits of any kind from the County of Los Angeles by virtue of my performance of work under the above-referenced contract. Contractor understands and agrees that Contractor's Staff will not acquire any rights or benefits from the County of Los Angeles pursuant to any agreement between any person or entity and the County of Los Angeles.

**CONFIDENTIALITY AGREEMENT:**

Contractor and Contractor's Staff may be involved with work pertaining to services provided by the County of Los Angeles and, if so, Contractor and Contractor's Staff may have access to confidential data and information pertaining to persons and/or entities receiving services from the County. In addition, Contractor and Contractor's Staff may also have access to proprietary information supplied by other vendors doing business with the County of Los Angeles. The County has a legal obligation to protect all such confidential data and information in its possession, especially data and information concerning health, criminal, and welfare recipient records. Contractor and Contractor's Staff understand that if they are involved in County work, the County must ensure that Contractor and Contractor's Staff, will protect the confidentiality of such data and information. Consequently, Contractor must sign this Confidentiality Agreement as a condition of work to be provided by Contractor's Staff for the County.

Contractor and Contractor's Staff hereby agrees that they will not divulge to any unauthorized person any data or information obtained while performing work pursuant to the above-referenced contract between Contractor and the County of Los Angeles. Contractor and Contractor's Staff agree to forward all requests for the release of any data or information received to County's Project Manager.

Contractor and Contractor's Staff agree to keep confidential all health, criminal, and welfare recipient records and all data and information pertaining to persons and/or entities receiving services from the County, design concepts, algorithms, programs, formats, documentation, Contractor proprietary information and all other original materials produced, created, or provided to Contractor and Contractor's Staff under the above-referenced contract. Contractor and Contractor's Staff agree to protect these confidential materials against disclosure to other than Contractor or County employees who have a need to know the information. Contractor and Contractor's Staff agree that if proprietary information supplied by other County vendors is provided to me during this employment, Contractor and Contractor's Staff shall keep such information confidential.

Contractor and Contractor's Staff agree to report any and all violations of this agreement by Contractor and Contractor's Staff and/or by any other person of whom Contractor and Contractor's Staff become aware.

Contractor and Contractor's Staff acknowledge that violation of this agreement may subject Contractor and Contractor's Staff to civil and/or criminal action and that the County of Los Angeles may seek all possible legal redress.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

PRINTED NAME: \_\_\_\_\_

POSITION: \_\_\_\_\_

# **EXHIBIT H**

## **JURY SERVICE ORDINANCE**

Title 2 ADMINISTRATION  
Chapter 2.203.010 through 2.203.090  
CONTRACTOR EMPLOYEE JURY SERVICE

**2.203.010 Findings.**

The board of supervisors makes the following findings. The county of Los Angeles allows its permanent, full-time employees unlimited jury service at their regular pay. Unfortunately, many businesses do not offer or are reducing or even eliminating compensation to employees who serve on juries. This creates a potential financial hardship for employees who do not receive their pay when called to jury service, and those employees often seek to be excused from having to serve. Although changes in the court rules make it more difficult to excuse a potential juror on grounds of financial hardship, potential jurors continue to be excused on this basis, especially from longer trials. This reduces the number of potential jurors and increases the burden on those employers, such as the county of Los Angeles, who pay their permanent, full-time employees while on juror duty. For these reasons, the county of Los Angeles has determined that it is appropriate to require that the businesses with which the county contracts possess reasonable jury service policies.

**2.203.020 Definitions.**

The following definitions shall be applicable to this chapter:

- A. "Contractor" means a person, partnership, corporation or other entity which has a contract with the county or a subcontract with a county contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more such contracts or subcontracts.
- B. "Employee" means any California resident who is a full-time employee of a contractor under the laws of California.
- C. "Contract" means any agreement to provide goods to, or perform services for or on behalf of, the county but does not include:
  - 1. A contract where the board finds that special circumstances exist that justify a waiver of the requirements of this chapter; or
  - 2. A contract where federal or state law or a condition of a federal or state program mandates the use of a particular contractor; or
  - 3. A purchase made through a state or federal contract; or
  - 4. A monopoly purchase that is exclusive and proprietary to a specific manufacturer, distributor, or reseller, and must match and inter-member with existing supplies, equipment or systems maintained by the county pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, section P-3700 or a successor provision; or
  - 5. A revolving fund (petty cash) purchase pursuant to the Los Angeles County Fiscal Manual, section 4.4.0 or a successor provision; or

Title 2 ADMINISTRATION  
Chapter 2.203.010 through 2.203.090  
CONTRACTOR EMPLOYEE JURY SERVICE

6. A purchase card pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, section P-2810 or a successor provision; or
  7. A non-agreement purchase with a value of less than \$5,000 pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, section A-0300 or a successor provision; or
  8. A bona fide emergency purchase pursuant to the Los Angeles County Purchasing Policy and Procedures Manual, section PP-1100 or a successor provision.
- D. "Full time" means 40 hours or more worked per week, or a lesser number of hours if the lesser number is a recognized industry standard as determined by the chief administrative officer or the contractor has a long-standing practice that defines a full-time schedule as less than 40 hours per week.

#### **2.203.030 Applicability.**

This chapter shall apply to contractors who enter into contracts that commence after July 11, 2002. This chapter shall also apply to contractors with existing contracts which are extended into option years that commence after July 11, 2002. Contracts that commence after May 28, 2002, but before July 11, 2002, shall be subject to the provisions of this chapter only if the solicitations for such contracts stated that the chapter would be applicable.

#### **2.203.040 Contractor Jury Service Policy.**

A contractor shall have and adhere to a written policy that provides that its employees shall receive from the contractor, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that employees deposit any fees received for such jury service with the contractor or that the contractor deduct from the employees' regular pay the fees received for jury service.

#### **2.203.050 Other Provisions.**

- A. Administration. The chief administrative officer shall be responsible for the administration of this chapter. The chief administrative officer may, with the advice of county counsel, issue interpretations of the provisions of this chapter and shall issue written instructions on the implementation and ongoing administration of this chapter. Such instructions may provide for the delegation of functions to other county departments.
- B. Compliance Certification. At the time of seeking a contract, a contractor shall certify to the county that it has and adheres to a policy consistent with this chapter or will have and adhere to such a policy prior to award of the contract.

Title 2 ADMINISTRATION  
Chapter 2.203.010 through 2.203.090  
CONTRACTOR EMPLOYEE JURY SERVICE

**2.203.060 Enforcement and Remedies.**

For a contractor's violation of any provision of this chapter, the county department head responsible for administering the contract may do one or more of the following:

1. Recommend to the board of supervisors the termination of the contract; and/or,
2. Pursuant to chapter 2.202, seek the debarment of the contractor.

**2.203.070. Exceptions.**

- A. Other Laws. This chapter shall not be interpreted or applied to any contractor or to any employee in a manner inconsistent with the laws of the United States or California.
- B. Collective Bargaining Agreements. This chapter shall be superseded by a collective bargaining agreement that expressly so provides.
- C. Small Business. This chapter shall not be applied to any contractor that meets all of the following:
  1. Has ten or fewer employees during the contract period; and,
  2. Has annual gross revenues in the preceding twelve months which, if added to the annual amount of the contract awarded, are less than \$500,000; and,
  3. Is not an affiliate or subsidiary of a business dominant in its field of operation.

"Dominant in its field of operation" means having more than ten employees and annual gross revenues in the preceding twelve months which, if added to the annual amount of the contract awarded, exceed \$500,000.

"Affiliate or subsidiary of a business dominant in its field of operation" means a business which is at least 20 percent owned by a business dominant in its field of operation, or by partners, officers, directors, majority stockholders, or their equivalent, of a business dominant in that field of operation.

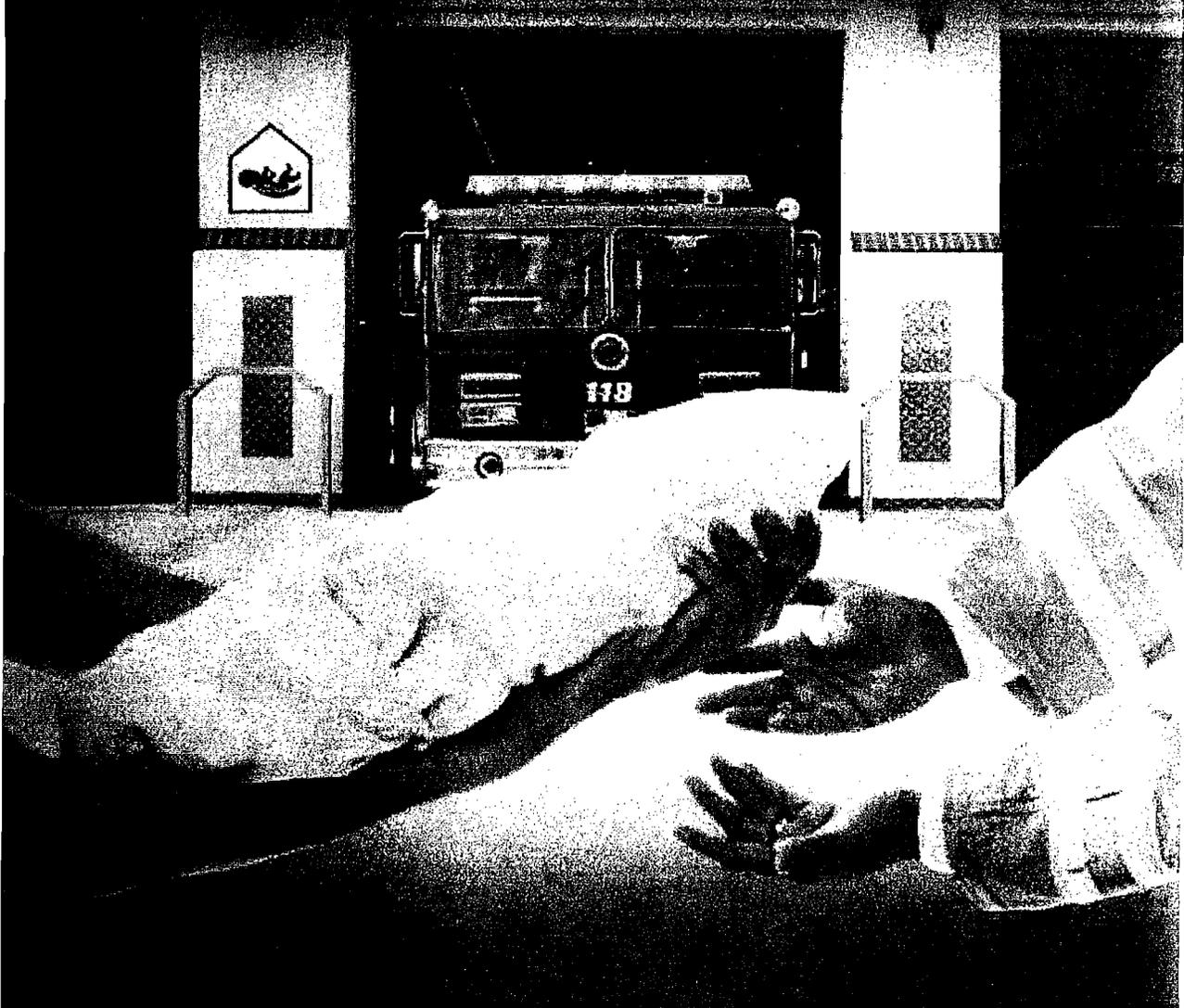
**2.203.090. Severability.**

If any provision of this chapter is found invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

# **EXHIBIT I**

## **SAFELY SURRENDERED BABY LAW**

# *Safely* Surrendered



No shame. No blame. No names.

In Los Angeles County, call BABY SAFE at 1-877-222-0003

A County of Los Angeles Program



# Safely Surrendered Baby Law

## What is the Safely Surrendered Baby Law?

California's Safely Surrendered Baby Law allows parents or other persons, with lawful custody, which means anyone to whom the parent has given permission to confidentially surrender a baby. As long as the baby is three days (72 hours) of age or younger and has not been abused or neglected, the baby may be surrendered without fear of arrest or prosecution.

In Los Angeles County: 1 877 BABY SAFE 1 877 222 9723

[www.babysafela.org](http://www.babysafela.org)

## How does it work?

A distressed parent who is unable or unwilling to care for a baby can legally, confidentially, and safely surrender a baby within three days (72 hours) of birth. The baby must be handed to an employee at a hospital or fire station in Los Angeles County. As long as the baby shows no sign of abuse or neglect, no name or other information is required. In case the parent changes his or her mind at a later date and wants the baby back, staff will use bracelets to help connect them to each other. One bracelet will be placed on the baby, and a matching bracelet will be given to the parent or other surrendering adult.

## What if a parent wants the baby back?

Parents who change their minds can begin the process of reclaiming their baby within 14 days. These parents should call the Los Angeles County Department of Children and Family Services at 1-800-540-4000.

## Can only a parent bring in the baby?

No. While in most cases a parent will bring in the baby, the Law allows other people to bring in the baby if they have lawful custody.

## Does the parent or surrendering adult have to call before bringing in the baby?

No. A parent or surrendering adult can bring in a baby anytime, 24 hours a day, 7 days a week, as long as the parent or surrendering adult surrenders the baby to someone who works at the hospital or fire station.

## Does the parent or surrendering adult have to tell anything to the people taking the baby?

No. However, hospital or fire station personnel will ask the surrendering party to fill out a questionnaire designed to gather important medical history information, which is very useful in caring for the baby. The questionnaire includes a stamped return envelope and can be sent in at a later time.

## What happens to the baby?

The baby will be examined and given medical treatment. Upon release from the hospital, social workers immediately place the baby in a safe and loving home and begin the adoption process.

## What happens to the parent or surrendering adult?

Once the parent or surrendering adult surrenders the baby to hospital or fire station personnel, they may leave at any time.

## Why is California doing this?

The purpose of the Safely Surrendered Baby Law is to protect babies from being abandoned, hurt or killed by their parents. You may have heard tragic stories of babies left in dumpsters or public bathrooms. Their parents may have been under severe emotional distress. The mothers may have hidden their pregnancies, fearful of what would happen if their families found out. Because they were afraid and had no one or nowhere to turn for help, they abandoned their babies. Abandoning a baby is illegal and places the baby in extreme danger. Too often, it results in the baby's death. The Safely Surrendered Baby Law prevents this tragedy from ever happening again in California.

## A baby's story

Early in the morning on April 9, 2005, a healthy baby boy was safely surrendered to nurses at Harbor-UCLA Medical Center. The woman who brought the baby to the hospital identified herself as the baby's aunt and stated the baby's mother had asked her to bring the baby to the hospital on her behalf. The aunt was given a bracelet with a number matching the anklet placed on the baby; this would provide some identification in the event the mother changed her mind about surrendering the baby and wished to reclaim the baby in the 14-day period allowed by the Law. The aunt was also provided with a medical questionnaire and said she would have the mother complete and mail back in the stamped return envelope provided. The baby was examined by medical staff and pronounced healthy and full-term. He was placed with a loving family that had been approved to adopt him by the Department of Children and Family Services.

# *Ley de* Entrega de Bebés *Sin Peligro*



*Los recién nacidos pueden ser entregados en forma segura al personal de cualquier hospital o cuartel de bomberos del Condado de Los Angeles*

*Sin pena. Sin culpa. Sin nombres.*

En el Condado de Los Angeles: 1-877-BABY SAFE • 1-877-222-4123

[www.baby-safe.org](http://www.baby-safe.org)



En el Condado de Los Angeles: 1-877-BABY SAFE • 1-877-222-9723

www.babysafela.org

# Ley de Entrega de Bebés Sin Peligro

## ¿Qué es la Ley de Entrega de Bebés sin Peligro?

La Ley de Entrega de Bebés sin Peligro de California permite la entrega confidencial de un recién nacido por parte de sus padres u otras personas con custodia legal, es decir, cualquier persona a quien los padres le hayan dado permiso. Siempre que el bebé tenga tres días (72 horas) de vida o menos, y no haya sufrido abuso ni negligencia, pueden entregar al recién nacido sin temor de ser arrestados o procesados.

*Cada recién nacido se merece la oportunidad de tener una vida saludable. Si alguien que usted conoce está pensando en abandonar a un recién nacido, infórmele que tiene otras opciones. Hasta tres días (72 horas) después del nacimiento, se puede entregar un recién nacido al personal de cualquier hospital o cuartel de bomberos del condado de Los Angeles.*

## ¿Cómo funciona?

El padre/madre con dificultades que no pueda o no quiera cuidar de su recién nacido puede entregarlo en forma legal, confidencial y segura dentro de los tres días (72 horas) del nacimiento. El bebé debe ser entregado a un empleado de cualquier hospital o cuartel de bomberos del Condado de Los Angeles. Siempre que el bebé no presente signos de abuso o negligencia, no será necesario suministrar nombres ni información alguna. Si el padre/madre cambia de opinión posteriormente y desea recuperar a su bebé, los trabajadores utilizarán brazaletes para poder vincularlos. El bebé llevará un brazaletes y el padre/madre o el adulto que lo entregue recibirá un brazaletes igual.

## ¿Qué pasa si el padre/madre desea recuperar a su bebé?

Los padres que cambien de opinión pueden comenzar el proceso de reclamar a su recién nacido dentro de los 14 días. Estos padres deberán llamar al Departamento de Servicios para Niños y Familias (Department of Children and Family Services) del Condado de Los Angeles al 1-800-540-4000.

## ¿Sólo los padres podrán llevar al recién nacido?

No. Si bien en la mayoría de los casos son los padres los que llevan al bebé, la ley permite que otras personas lo hagan si tienen custodia legal.

## ¿Los padres o el adulto que entrega al bebé deben llamar antes de llevar al bebé?

No. El padre/madre o adulto puede llevar al bebé en cualquier momento, las 24 horas del día, los 7 días de la semana, siempre y cuando entreguen a su bebé a un empleado del hospital o cuartel de bomberos.

## ¿Es necesario que el padre/madre o adulto diga algo a las personas que reciben al bebé?

No. Sin embargo, el personal del hospital o cuartel de bomberos le pedirá a la persona que entregue al bebé que llene un cuestionario con la finalidad de recabar antecedentes médicos importantes, que resultan de gran utilidad para cuidar bien del bebé. El cuestionario incluye un sobre con el sello postal pagado para enviarlo en otro momento.

## ¿Qué pasará con el bebé?

El bebé será examinado y le brindarán atención médica. Cuando le den el alta del hospital, los trabajadores sociales inmediatamente ubicarán al bebé en un hogar seguro donde estará bien atendido, y se comenzará el proceso de adopción.

## ¿Qué pasará con el padre/madre o adulto que entregue al bebé?

Una vez que los padres o adulto hayan entregado al bebé al personal del hospital o cuartel de bomberos, pueden irse en cualquier momento.

## ¿Por qué se está haciendo esto en California?

La finalidad de la Ley de Entrega de Bebés sin Peligro es proteger a los bebés para que no sean abandonados, lastimados o muertos por sus padres. Usted probablemente haya escuchado historias trágicas sobre bebés abandonados en basureros o en baños públicos. Los padres de esos bebés probablemente hayan estado pasando por dificultades emocionales graves. Las madres pueden haber ocultado su embarazo, por temor a lo que pasaría si sus familias se enteraran. Abandonaron a sus bebés porque tenían miedo y no tenían nadie a quien pedir ayuda. El abandono de un recién nacido es ilegal y pone al bebé en una situación de peligro extremo. Muy a menudo el abandono provoca la muerte del bebé. La Ley de Entrega de Bebés sin Peligro impide que vuelva a suceder esta tragedia en California.

## Historia de un bebé

A la mañana temprano del día 9 de abril de 2005, se entregó un recién nacido saludable a las enfermeras del Harbor-UCLA Medical Center. La mujer que llevó el recién nacido al hospital se dio a conocer como la tía del bebé, y dijo que la madre le había pedido que llevara al bebé al hospital en su nombre. Le entregaron a la tía un brazaletes con un número que coincidía con la pulsera del bebé; esto serviría como identificación en caso de que la madre cambiara de opinión con respecto a la entrega del bebé y decidiera recuperarlo dentro del período de 14 días que permite esta ley. También le dieron a la tía un cuestionario médico, y ella dijo que la madre lo llenaría y lo enviaría de vuelta dentro del sobre con franqueo pagado que le habían dado. El personal médico examinó al bebé y se determinó que estaba saludable y a término. El bebé fue ubicado con una buena familia que ya había sido aprobada para adoptarlo por el Departamento de Servicios para Niños y Familias.



# **EXHIBIT J**

## **LIVING WAGE ORDINANCE**

Title 2 ADMINISTRATION  
Chapter 2.201 LIVING WAGE PROGRAM

**2.201.010 Findings.**

The board of supervisors finds that the county of Los Angeles is the principal provider of social and health services within the county, especially to persons who are compelled to turn to the county for such services. Employers' failure to pay a living wage to their employees causes them to use such services thereby placing an additional burden on the county of Los Angeles. (Ord. 2007-0011 § 1, 2007: Ord. 99-0048 § 1 (part), 1999.)

**2.201.020 Definitions.**

The general definitions contained in Chapter 2.02 shall be applicable to this chapter unless inconsistent with the following definitions:

A. "County" includes the county of Los Angeles, any county officer or body, any county department head, and any county employee authorized to enter into a Proposition A contract or a cafeteria services contract with an employer.

B. "Employee" means any individual who is an employee of an employer under the laws of California, and who is providing full time services to an employer, some or all of which are provided to the county of Los Angeles under a Proposition A contract, or under a cafeteria services contract at a county of Los Angeles owned or leased facility.

C. "Employer" means:

1. An individual or entity who has a contract with the county:

a. For services which is required to be more economical or feasible under Section 44.7 of the Charter of the county of Los Angeles, and is not listed as an excluded contract in Section 2.121.250 B of the Los Angeles County Code, referred to in this chapter as a "Proposition A contract," or

b. For cafeteria services, referred to in this chapter as a "cafeteria services contract," and

c. Who has received or will receive an aggregate sum of \$25,000.00 or more in any 12 month period under one or more Proposition A contracts and/or one or more cafeteria services contracts; or

2. An individual or entity that enters into a subcontract with an employer, as defined in subsection C1 and who employs employees to provide services under the employer's contract with the county.

D. "Full time" means a minimum 40 hours worked per week, or a lesser number of hours, if the lesser number is a recognized industry standard and is approved as such by the chief administrative officer, but in no event less than 35 hours worked per week.

E. "Proposition A contract" means a contract governed by Title 2, Section 2.121.250 et seq. of this code, entitled Contracting with Private Business. (Ord. 2007-0011 § 2, 2007: Ord. 99-0048 § 1 (part), 1999.)

Title 2 ADMINISTRATION  
Chapter 2.201 LIVING WAGE PROGRAM

**2.201.030 Prospective effect.**

This chapter shall be applicable to Proposition A contracts and cafeteria services contracts and their amendments the terms of which commence three months or more after the effective date of this chapter.\* It shall not be applicable to Proposition A contracts or cafeteria services contracts or their amendments in effect before this chapter becomes applicable. (Ord. 99-0048 § 1 (part), 1999.)

\* **Editor's note:** Ordinance 99-0048, which enacted Ch. 2.201, is effective on July 22, 1999.

**2.201.040 Payment of living wage.**

A. Employers shall pay employees a living wage for their services provided to the county of no less than the hourly rates set under this chapter. The rates shall be \$9.64 per hour with health benefits, or \$11.84 per hour without health benefits.

B. To qualify for the living wage rate with health benefits, an employer shall pay at least \$2.20 per hour towards the provision of bona fide health care benefits for each employee and any dependents during the term of a Proposition A contract or a cafeteria services contract. Proof of the provision of such benefits must be submitted to the county for evaluation during the procurement process to qualify for the lower living wage rate in subsection A of this section. Employers who provide health care benefits to employees through the county department of health services community health plan are deemed to have qualified for the lower living wage rate in subsection A of this section.

C. The board of supervisors may, from time to time, adjust the amounts specified in subsections A and B of this section, above for future contracts. Any adjustments to the living wage rate specified in subsections A and B that are adopted by the board of supervisors shall be applicable to Proposition A contracts and cafeteria services contracts and their amendments which become effective three months or more after the effective date of the ordinance that adjusts the living wage rate. (Ord. 2007-0011 § 3, 2007; Ord. 99-0048 § 1 (part), 1999.)

**2.201.050 Other provisions.**

A. Full Time Employees. An employer shall assign and use full time employees to provide services under a Proposition A contract or a cafeteria services contract, unless the employer can demonstrate to the county the necessity to use non-full time employees based on staffing efficiency or the county requirements of an individual job.

B. Neutrality in Labor Relations. An employer shall not use any consideration received under a Proposition A contract or a cafeteria services contract to hinder, or to further, organization of, or collective bargaining activities by or on behalf of an employer's employees, except that this restriction shall not apply to any expenditure made in the course of good faith collective bargaining, or to any expenditure pursuant to obligations incurred under a bona fide collective bargaining agreement, or which would otherwise be permitted under the provisions of the National Labor Relations Act.

Title 2 ADMINISTRATION  
Chapter 2.201 LIVING WAGE PROGRAM

C. Administration. The chief administrative officer shall be responsible for the administration of this chapter. The chief administrative officer may, with the advice of county counsel, issue interpretations of the provisions of this chapter. The chief administrative officer in conjunction with the affirmative action compliance officer shall issue written instructions on the implementation and on-going administration of this chapter. Such instructions may provide for the delegation of functions to other county departments.

D. Compliance Certification. An employer shall, during the term of a Proposition A contract, or a cafeteria services contract, report for each employee and certify the hours worked, wages paid, and amounts the employer paid for health benefits, and provide other information deemed relevant to the enforcement of this chapter by the county. Such reports shall be made at the times and in the manner set forth in instructions issued by the chief administrative officer in conjunction with the affirmative action compliance officer. The affirmative action compliance officer in conjunction with the chief administrative officer shall report annually to the board of supervisors on contractor compliance with the provisions of this chapter.

E. Contractor Standards. An employer shall demonstrate during the procurement process and for the duration of a Proposition A contract or a cafeteria services contract a history of business stability, integrity in employee relations, and the financial ability to pay a living wage. (Ord. 99-0048 § 1 (part), 1999.)

**2.201.060 Employer retaliation prohibited.**

No employer shall take an adverse action causing a loss of any benefit of employment, of any contract benefit, or any statutory benefit to any employee, person, or other entity, who has reported a violation of this chapter to the board of supervisors or to one or more of their offices, to the county chief administrative officer, or to the county auditor controller, or to the county department administering the Proposition A contract or cafeteria services contract. (Ord. 99-0048 § 1 (part), 1999.)

**2.201.070 Employee retention rights.**

In the event that any Proposition A contract or cafeteria service contract is terminated by the county prior to its expiration, any new contract with a subsequent employer for such services shall provide for the employment of the predecessor employer's employees as provided in this section.

A. A "retention employee" is an employee of a predecessor employer:

1. Who is not an exempt employee under the minimum wage and maximum hour exemptions defined in the federal Fair Labor Standards Act;
2. Who has been employed by an employer under a predecessor Proposition A contract or a predecessor cafeteria services contract for at least six months prior to the date of a new contract; and

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3. Who is or will be terminated from his or her employment as a result of the county entering into a new contract.

B. Subsequent employers shall offer employment to all retention employees who are qualified for such jobs.

C. A subsequent employer is not required to hire a retention employee who:

1. Has been convicted of a crime related to the job or his or her job performance; or
2. Fails to meet any other county requirement for employees of a contractor.

D. A subsequent employer may not terminate a retention employee for the first 90 days of employment under a new contract, except for cause. Thereafter a subsequent employer may retain a retention employee on the same terms and conditions as the subsequent employer's other employees. (Ord. 99-0048 § 1 (part), 1999.)

**2.201.080 Enforcement and remedies.**

For violation of any of the provisions of this chapter:

A. An employee may bring an action in the courts of the state of California for damages caused by an employer's violation of this chapter.

B. The county department head responsible for administering a Proposition A contract or a cafeteria services contract may do one or more of the following in accordance with such instructions as may be issued by the chief administrative officer:

1. Assess liquidated damages as provided in the contract; and/or
2. Recommend to the board of supervisors the termination of the contract; and/or
3. Recommend to the board of supervisors that an employer be barred from award of future county contracts for a period of time consistent with the seriousness of the employer's violation of this chapter, in accordance with Section 2.202.040 of this code. (Ord. 2007-0011 § 4, 2007; Ord. 99-0048 § 1 (part), 1999.)

**2.201.090 Exceptions.**

A. Other Laws. This chapter shall not be interpreted or applied to any employer or to any employee in a manner inconsistent with United States or California laws.

B. Collective Bargaining Agreements. Any provision of this chapter shall be superseded by a collective bargaining agreement that expressly so provides.

C. This chapter shall not be applied to any employer which is a nonprofit corporation qualified under Section 501(c)(3) of the Internal Revenue Code.

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D. Small Businesses. This chapter shall not be applied to any employer which is a business entity organized for profit, including but not limited to any individual, partnership, corporation, joint venture, association or cooperative, which entity:

1. Is not an affiliate or subsidiary of a business dominant in its field of operation; and
2. Has 20 or fewer employees during the contract period, including full time and part time employees; and
3. Does not have annual gross revenues in the preceding fiscal year which if added to the annual amount of the contract awarded exceed \$1,000,000.00; or
4. If the business is a technical or professional service, does not have annual gross revenues in the preceding fiscal year which if added to the annual amount of the contract awarded exceed \$2,500,000.00.

“Dominant in its field of operation” means having more than 20 employees, including full time and part time employees, and more than \$1,000,000.00 in annual gross revenues or \$2,500,000.00 in annual gross revenues if a technical or professional service.

“Affiliate or subsidiary of a business dominant in its field of operation” means a business which is at least 20 percent owned by a business dominant in its field of operation, or by partners, officers, directors, majority stockholders, or their equivalent, of a business dominant in that field of operation. (Ord. 99-0055 § 1, 1999; Ord. 99-0048 § 1 (part), 1999.)

**2.201.100 Severability.**

If any provision of this chapter is found invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. (Ord. 99-0048 § 1 (part), 1999.)

**EXHIBIT K**

**MONTHLY CERTIFICATION FOR APPLICABLE  
HEALTH BENEFIT PAYMENTS**



COUNTY OF LOS ANGELES  
LIVING WAGE ORDINANCE

MONTHLY CERTIFICATION FOR APPLICABLE HEALTH BENEFIT PAYMENTS

**Instruction Box:** Please complete all sections of this form. (Information to complete this form can be obtained from your weekly certified payroll reports) Submit this form with your Certified Payroll Reports to the awarding County department. Be sure to complete and sign the reverse side of this form before submitting.

(1) Name: Contractor <input type="checkbox"/> Subcontractor <input type="checkbox"/>		Address: (Street, City, State, Zip)	
(2) Payroll No.:	(3) Work Location:	(4) From payroll period: ___/___/___ to payroll period: ___/___/___	(5) For Month Ending:
(6) Department Name:		(7) Contract Service Description:	(8) Contract Name & Number:
(9) Contractor Health Plan Name(s):		(10) Contractor Health Plan ID Number(s):	

(11) Employee Name, Address & Last 4 digits of SS#	(12) Work Classification	(13) Total Hours Worked Each Week of Monthly Pay Period					(14) Total Aggregate Hours	(15) Employer Paid Health Benefit Hourly Rate	(16) Gross Amount Paid (14x15)	(17) Employee Paid Health Benefit Hourly Rate	(18) Gross Amount Paid (14x17)	(19) Aggregate \$ Health Benefits Paid (16+18)
		1	2	3	4	5						
1												
2												
3												
4												
5												
I have reviewed the information in this report and as company owner or authorized agent for this company, I sign under penalty of perjury certifying that all information herein is complete and correct. Print Authorized Name:		Total (This Page)										
		Grand Total (All Pages)										

Authorized Signature: _____	Date: ___ / ___ / ___	Title: _____	Telephone Number (include area code) (_____) _____	Page: ___ of ___
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**EXHIBIT L**

**PAYROLL STATEMENT OF COMPLIANCE**



COUNTY OF LOS ANGELES
LIVING WAGE PROGRAM

PAYROLL STATEMENT OF COMPLIANCE

I, \_\_\_\_\_, \_\_\_\_\_
(Name of Owner or Company Representative) (Title)

Do hereby state:

1. That I pay or supervise the payment of the persons employed by \_\_\_\_\_
on the \_\_\_\_\_;
(Company or subcontractor Name) (Service, Building or Work Site)

that during the payroll period commencing on the \_\_\_\_\_ day of \_\_\_\_\_, and
ending the \_\_\_\_\_ day of \_\_\_\_\_ all persons employed on said work site
(Calendar day of Month) (Month and Year)
have been paid the full weekly wages earned, that no rebates have been or will be made, either directly or
indirectly, to or on behalf of \_\_\_\_\_
(Company Name)

from the full weekly wages earned by any person, and that no deductions have been made either directly or
indirectly, from the full wages earned by any person, other than permissible deductions as defined in
Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended
(48 Stat. 948, 63 Stat. 108, 72 Stat. 357; 40 U.S.C. 276c), and described below:

\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

2. That any payrolls otherwise under this contract required to be submitted for the above period are correct and
complete; that the wage rates for employees contained therein are not less than the applicable County of
Los Angeles Living Wage rates contained in the contract.

3. That:

A. WHERE FRINGE (Health) BENEFITS ARE PAID TO APPROVED PLANS, FUNDS OR PROGRAMS

[ ] In addition to the basic hourly wage rates paid to each employee listed in the above referenced
payroll, payments of health benefits as required in the contract have been or will be paid to
appropriate programs for the benefit of such employees.

B. WHERE FRINGE (Health) BENEFITS ARE PAID IN CASH

[ ] Each employee listed in the above referenced payroll has been paid, as indicated on the payroll, an
amount not less than the applicable amount of the required County of Los Angeles Living Wage
hourly rate as listed in the contract.

I have reviewed the information in this report and as company owner or authorized agent for this company, I sign under
penalty of perjury certifying that all information herein is complete and correct.

Print Name and Title Owner or Company Representative Signature:
Date:

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR
SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. IN ADDITION, THE CONTRACTOR OR
SUBCONTRACTOR MAY BE SUSPENDED AND PRECLUDED FROM BIDDING ON OR PARTICIPATING IN ANY
COUNTY CONTRACT OR PROJECT FOR A PERIOD CONSISTENT WITH THE SERIOUSNESS OF THE VIOLATION.

# **EXHIBIT M**

## **DEFAULTED PROPERTY TAX REDUCTION PROGRAM**

REQUIRED FORMS EXHIBIT 21

CERTIFICATION OF COMPLIANCE WITH THE COUNTY'S  
DEFAULTED PROPERTY TAX REDUCTION PROGRAM

Company Name:	SEPCO EARTHSCAPE, Inc.		
Company Address:	P.O. BOX 5640		
City:	State:	Zip Code:	
Santa Monica	CA	90409	
Telephone Number:	Email address:		
323-242-0700	SEPCOearthscape @ AOL.com		
Solicitation/Contract For	Landscape Services:		

The Proposer/Bidder/Contractor certifies that:

It is familiar with the terms of the County of Los Angeles Defaulted Property Tax Reduction Program, Los Angeles County Code Chapter 2.206; AND

To the best of its knowledge, after a reasonable inquiry, the Proposer/Bidder/Contractor is not in default, as that term is defined in Los Angeles County Code Section 2.206.020.E, on any Los Angeles County property tax obligation; AND

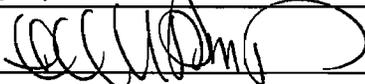
The Proposer/Bidder/Contractor agrees to comply with the County's Defaulted Property Tax Reduction Program during the term of any awarded contract.

- OR -

I am exempt from the County of Los Angeles Defaulted Property Tax Reduction Program, pursuant to Los Angeles County Code Section 2.206.060, for the following reason:

\_\_\_\_\_  
\_\_\_\_\_

*I declare under penalty of perjury under the laws of the State of California that the information stated above is true and correct.*

Print Name:	SEPEHR RAAFAT	Title:	President
Signature:		Date:	4-30-2012

Date: 4-30-2012

# **EXHIBIT N**

## **FACILITIES MAINTENANCE COST**

**CONTRACT NO. \_\_\_\_\_**  
**LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 3**

**FACILITIES MAINTENANCE COST**

<b>Library Facility</b>	<b>Annual Amount</b>	<b>Monthly Amount</b>
A.C. Bilbrew	\$ 4,560.00	\$ 380.00
Carson	\$ 6,612.00	\$ 551.00
Compton	\$ 7,872.00	\$ 656.00
Gardena Mayme Dear	\$ 5,388.00	\$ 449.00
Lawndale	\$ 6,840.00	\$ 570.00
Lomita	\$ 10,200.00	\$ 850.00
Manhattan Beach	\$ 3,840.00	\$ 320.00
Dr. Martin Luther King Jr.	\$ 4,740.00	\$ 395.00
Masao W. Satow	\$ 3,780.00	\$ 315.00
<b>Total</b>	<b>\$ 53,832.00</b>	<b>\$ 4,486.00</b>

**CONTRACT NO. \_\_\_\_\_**  
**LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 4**

**FACILITIES MAINTENANCE COST**

<b>Library Facility</b>	<b>Annual Amount</b>	<b>Monthly Amount</b>
Culver City Julian Dixon	\$ 5,880.00	\$ 490.00
Florence	\$ 3,000.00	\$ 250.00
Florence Parking Lot	\$ 6,600.00	\$ 550.00
Graham	\$ 3,720.00	\$ 310.00
Hawthorne	\$ 3,720.00	\$ 310.00
Holly Park IT Facility	\$ 3,720.00	\$ 310.00
Lennox	\$ 3,024.00	\$ 252.00
View Park	\$ 5,400.00	\$ 450.00
Wiseburn	\$ 3,720.00	\$ 310.00
Woodcrest	\$ 5,640.00	\$ 470.00
<b>Total</b>	<b>\$ 44,424.00</b>	<b>\$ 3,702.00</b>

**CONTRACT NO. \_\_\_\_\_**  
**LANDSCAPE AND GROUNDS MAINTENANCE SERVICES – AREA 5**

**FACILITIES MAINTENANCE COST**

<b>Library Facility</b>	<b>Annual Amount</b>	<b>Monthly Amount</b>
Clifton M. Brakensiek	\$ 6,720.00	\$ 560.00
Hollydale	\$ 3,348.00	\$ 279.00
La Mirada	\$ 7,320.00	\$ 610.00
Leland R. Weaver	\$ 5,928.00	\$ 494.00
Los Nietos	\$ 5,988.00	\$ 499.00
Lynwood	\$ 5,400.00	\$ 450.00
Norwalk	\$ 9,600.00	\$ 800.00
Paramount	\$ 5,700.00	\$ 475.00
Rivera	\$ 4,800.00	\$ 400.00
South Whittier	\$ 2,280.00	\$ 190.00
<b>Total</b>	<b>\$ 57,084.00</b>	<b>\$ 4,757.00</b>